

**Handbook on the
Working Methods
of the
Security Council**

December 2010

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of the
Security Council**

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* Available in all official languages of the United Nations.

Note by the President of the Security Council (S/2010/507)

1. In efforts to enhance the efficiency and transparency of the Council's work, as well as interaction and dialogue with non-Council members, the members of the Security Council are committed to implementing the measures described in the annex to the present note.
2. The annex is intended to be a concise and user-friendly list of the recent practices and newly agreed measures, which will serve as guidance for the Council's work. In this regard, some existing measures are recollected herein for the convenience of users.
3. The present note incorporates and further develops the notes by the President of the Security Council of 19 July 2006 (S/2006/507), 19 December 2007 (S/2007/749) and 31 December 2008 (S/2008/847), by superseding those notes.
4. For issues not mentioned in the present note, working methods regarding sanctions committees will continue to be governed by the working methods as adopted by individual sanctions committees and the notes and statements by the President of the Security Council listed in the note by the President of the Security Council of 7 February 2006 (S/2006/78). For issues not mentioned in the present note, working methods regarding interaction with troop- and police-contributing countries will continue to be governed by Security Council resolution 1353 (2001).
5. The members of the Council will continue their consideration of the Council's documentation and other procedural questions in the Informal Working Group on Documentation and Other Procedural Questions and other subsidiary bodies of the Council. The present note covers only the work done by the above-mentioned Working Group.

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I. Agenda

1. The provisional agenda for formal meetings of the Council should be included in the *Journal of the United Nations* provided that it has been approved in informal consultations.
2. The members of the Council recall the desirability, whenever possible, of using descriptive formulations of agenda items at the time of their initial adoption to avoid having a number of separate agenda items on the same subject. When such a descriptive formulation exists, consideration may be given to subsuming earlier agenda items on the same subject under the descriptive formulation.

II. Briefings

3. The members of the Security Council agree that the President of the Council or his or her designate should provide substantive and detailed briefings to Member States in a timely manner. Such briefings should take place shortly after informal consultations of the whole. The members of the Security Council encourage the President of the Council to provide the attending Member States with copies of statements that he or she makes to the media following the informal consultations, if appropriate.
4. The members of the Security Council encourage the President of the Council to hold an informal briefing on the programme of work open to all Member States, after its adoption by the Council.
5. The members of the Security Council invite Chairs of the subsidiary bodies of the Security Council or their designates to give, on a regular basis, informal briefings, when appropriate, on their activities to interested Member States. The members of the Security Council agree that the time and place of such briefings should be

published in the *Journal of the United Nations*.

6. The members of the Security Council intend to continue to consider requesting the Secretariat to give an ad hoc briefing at Security Council meetings in cases in which an emergent situation which justifies a briefing arises.
7. The members of the Security Council intend to request the Secretariat to give ad hoc briefings at informal consultations on a daily basis, if necessary, when a situation justifies such briefings.
8. The members of the Security Council invite the Secretariat to continue its practice of circulating the briefing texts at “briefings”.
9. The members of the Security Council invite the Secretariat, as a general rule, to provide a printed fact sheet, presentation materials and/or any other relevant reference materials, whenever possible, to Council members on the day prior to the consultations, when briefings in the Security Council consultations room are not given on the basis of a written report.

III. Documentation

10. The members of the Security Council intend to intensify their efforts to publicize decisions and other relevant information of the Council and its subsidiary bodies to the Member States and other organizations through correspondence, websites, outreach activities and other means, when appropriate. The members of the Security Council intend to continue to examine ways to enhance its activities in this regard. The members of the Security Council encourage subsidiary bodies of the Council to continue to review periodically policies concerning access to their documents, as appropriate.

11. The members of the Security Council agree that reports of the Secretary-General should be circulated to Council members and made available in all official languages of the United Nations at least four working days before the Council is scheduled to consider them. The members of the Security Council also agree that the same rule should apply to making such reports available to relevant participants in Council meetings at which those reports are discussed, including the distribution of the reports on peacekeeping missions to all participants in meetings of troop- and police- contributing countries.

12. The members of the Security Council agree to consider setting a six-month interval as the standard reporting period, unless the situation provides reason for shorter or longer intervals. The members of the Security Council also agree to define reporting intervals as clearly as possible when adopting resolutions. The members of the Security Council further agree to request oral reporting, which does not require submission of a written report, if the members of the Council consider that it would serve the purpose satisfactorily, and to indicate that request as clearly as possible.

13. The members of the Security Council encourage the Secretary-General to include a section in his reports where all recommendations are listed, when presenting recommendations to the Council regarding the mandate of a United Nations mission.

14. The members of the Security Council encourage the Secretary-General to make reports as concise as possible and give an ample cut-off time in order for the reports to be issued in a timely manner. The Secretariat is encouraged to supplement and update

information contained in reports of the Secretary-General by including information about the most recent developments during briefings.

15. The members of the Security Council intend to request the Secretary-General to include policy recommendations on long-term strategy in his reports, if appropriate.
16. Reports of the Secretary-General will specify the date on which the document is physically and electronically distributed in addition to the date of signature by the Secretary-General.
17. The Security Council agrees to cooperate with other organs of the United Nations in synchronizing reporting obligations of the Secretariat on the same subject, if appropriate, while giving priority to the effective work of the Council.
18. The members of the Security Council request the Secretariat to update the Council towards the end of each month on the progress in the preparation of the reports of the Secretary-General to be issued the following month. The members of the Security Council also request the Secretariat to communicate with the Council immediately if it expects reports to be delayed beyond their deadlines or if reports that have not been requested by the Council are expected to be issued.
19. The members of the Security Council encourage the Secretariat to ensure that all information provided to Council members is transmitted electronically, including by fax.

IV. Informal consultations

20. The members of the Security Council encourage the President of the Council to suggest, through consultations with interested members and/or the Secretariat, as appropriate, a few areas for Council members and the Secretariat to focus on at the Council's next informal consultations, without the intention of prescribing the scope of discussion, at least one day before the consultations are to be held.
21. The members of the Security Council agree that when briefings are being provided to the Council members by senior Secretariat officials, the number of staff members accompanying those officials in the consultations should be kept to a strict minimum. Unless otherwise decided, the Secretariat staff from offices other than those of the designated briefer or from United Nations agencies will normally not be invited to attend consultations. Unless otherwise decided, the Security Council Affairs Division of the Department of Political Affairs will be responsible for keeping the Office of the Spokesperson for the Secretary-General informed of matters which may require its action.
22. As a general rule, the purpose of initial remarks or ad hoc briefings delivered by members of the Secretariat is to supplement and update written reports of the Secretary-General or to provide members of the Council with more specific on-the-ground information on the most recent developments, which may not be covered in the written report. The members of the Security Council encourage members of the Secretariat to focus on key issues and to provide the latest information, as necessary, without repeating the content of written reports already available to members of the Council.

23. The members of the Security Council intend, where they agree with a previous speaker, in part or in whole, to express that agreement without repeating the same content.
24. The members of the Security Council agree that, as a general rule, the President of the Council should adhere to the prescribed speakers' list. The members of the Security Council encourage the President to facilitate interaction by inviting any participant in the consultations to speak at any time, irrespective of the order of the prescribed speakers' list, when the discussion requires it.
25. The members of the Security Council encourage speakers to direct their questions not only to the Secretariat, but also to other members.
26. The members of the Security Council do not discourage each other from taking the floor more than once, in the interest of making consultations more interactive.
27. The members of the Security Council invite the Secretariat to continue its practice of circulating all press statements issued by the Secretary-General or by the Secretary-General's spokesperson in connection with matters of concern to the Security Council.

V. Meetings

Conduct of meetings

28. In order to increase the transparency of its work, the Security Council reaffirms its commitment to increase recourse to open meetings, particularly at the early stage in its consideration of a matter.
29. The Security Council encourages, as a general rule, all participants,

both members and non-members of the Council, in Council meetings to deliver their statements in five minutes or less. The Security Council also encourages each briefer to limit initial remarks to 15 minutes, unless otherwise decided by the Council.

30. The Security Council encourages participants in Council meetings to express agreement without repeating the same content, if they agree, in part or in whole, with the content of a previous statement.
31. The Security Council agrees that, when non-members are invited to speak to the Council, those who have a direct interest in the outcome of the matter under consideration may speak prior to Council members, if appropriate.
32. In line with paragraph 170 (a) of the 2005 World Summit Outcome (General Assembly resolution 60/1) and Security Council resolution 1631 (2005), the members of the Security Council agree to continue to expand consultation and cooperation with regional and subregional organizations, including by inviting relevant organizations to participate in the Council's public and private meetings, when appropriate.
33. In order to further encourage substantive discussions with troop- and police- contributing countries, in accordance with Security Council resolution 1353 (2001), the members of the Security Council encourage the attendance of appropriate military and political officers from each participating mission at meetings with troop-contributing countries. The members of the Security Council emphasize the importance of consulting with troop- and police-contributing countries, including holding meetings, preferably, one week before the Security Council considers mandate

renewals or modifications. The members of the Security Council encourage the President of the Council to provide sufficient time for the meetings and to provide to the other members of the Council a summary of the meetings with troop- and police-contributing countries that are held before the Council discusses mandate renewals or modifications.

34. When non-members of the Security Council are invited to speak at its meetings, they will be seated at the Council table on alternate sides of the President, the first speaker being seated on the President's right.

Notification

35. The members of the Security Council invite the Secretariat to notify Member States of unscheduled or emergency meetings not only by e-mail but also through the Council website and by telephone as necessary.

Format

36. In an effort further to advance the resolution of a matter under consideration, the members of the Security Council agree to use a range of meeting options from which they can select the one best suited to facilitate specific discussions. Recognizing that the provisional rules of procedure of the Security Council and their own practice provide them with considerable flexibility in choosing how best to structure their meetings, members of the Council agree that meetings of the Council could be structured according to, but not limited to, the following formats:

(a) Public meetings

(i) Functions

To take action and/or hold, inter alia, briefings and debates.

(ii) Presence and participation

The presence and participation of non-Council members in public meetings should be in accordance with the provisional rules of procedure. The Council's practice, as described below, is understood as being in accordance with the provisional rules of procedure, although it should not under any circumstances be understood as replacing or substituting for the provisional rules of procedure:

a. Any Member of the United Nations that is not a member of the Security Council may be present at its delegation's designated seats in the Council Chamber;

b. On a case-by-case basis, any Member of the United Nations that is not a member of the Security Council, members of the Secretariat and other persons may be invited to participate in the discussion, including for the purpose of giving briefings to the Council, in accordance with rule 37 or 39 of the provisional rules of procedure.

(iii) Descriptions in the provisional monthly programme of work

The members of the Security Council intend to continue to include the following formats for public meetings in the provisional monthly programme of work (calendar) when they plan to adopt, in general, the corresponding procedures:

a. "Open debate": briefings may or may not be conducted, and Council members may deliver statements; non-Council members may also be invited to participate in the discussion upon their request;

b. "Debate": briefings may be conducted, and Council members may deliver statements; non-Council members that are directly concerned or affected or have a special interest in the matter under consideration may be invited to participate in the discussion upon their request;

c. “Briefing”: briefings are conducted, and only Council members may deliver statements following briefings;

d. “Adoption”: Council members may or may not deliver statements before and/or after adopting, inter alia, resolutions and presidential statements; non-Council members may or may not be invited to participate in the discussion upon their request.

(b) Private meetings

(i) Functions

To conduct discussion and/or take actions, for example, recommendation regarding the appointment of the Secretary-General, without the attendance of the public or the press.

(ii) Presence and participation

The presence and participation of non-Council members in private meetings should be in accordance with the provisional rules of procedure. The Council’s practice, as described below, is understood as being in accordance with the provisional rules of procedure, although it should not under any circumstances be understood as replacing or substituting for the provisional rules of procedure:

On a case-by-case basis, any Member of the United Nations which is not a member of the Security Council, members of the Secretariat and other persons may be invited to be present or to participate in the discussion, including for the purpose of giving briefings to the Council, in accordance with rule 37 or 39 of the provisional rules of procedure.

(iii) Descriptions in the provisional monthly programme of work

The members of the Security Council intend to continue to include the following formats for private meetings in the provisional monthly programme of work (calendar) when they plan to adopt, in general, the corresponding procedures:

a. “Private meeting”: briefings or debates may be conducted, and Council members may deliver statements; any Member of the United Nations which is not a member of the Security Council, members of the Secretariat and other persons may be invited to be present or to participate in the discussion, upon their request, in accordance with rule 37 or 39 of the provisional rules of procedure;

b. “TCC meeting”: briefings may be conducted, and Council members may deliver statements; parties described in resolution 1353 (2001) are invited to participate in the discussion, in accordance with the resolution.

Distribution of statements

37. Texts of statements made at the meetings of the Security Council will, at the request of the delegation making the statement, be distributed by the Secretariat inside the Council Chamber to Council members and other Member States and permanent observers to the United Nations present at the meeting. A delegation requesting the distribution of its statement is encouraged to provide a sufficient number of copies (200) to the Secretariat in advance of the statement. When a delegation does not provide to the Secretariat a sufficient number of copies of its statement, those copies will be placed outside the Council Chamber at the end of the meeting. Delegations are requested not to make statements otherwise available during the meeting.

VI. Programme of work

38. The members of the Security Council encourage the President of the Council to publish a streamlined tentative monthly forecast of the programme of work on the Council website as soon as it has been distributed to Council members.

39. The forecast should be made available in all official languages “for information only/not an official document”, and there should be a cover note which reads: “This tentative forecast of the programme of work of the Security Council has been prepared by the Secretariat for the President of the Council. The forecast covers in particular those matters that may be taken up during the month pursuant to earlier decisions of the Council. The fact that a matter is or is not included in the forecast carries no implication that it will or will not be taken up during the month: the actual programme of work will be determined by developments and the views of members of the Council.”

40. The members of the Council have agreed that the following reminder should be placed in the *Journal of the United Nations* each month: “The monthly tentative forecast has been made available at the website of the Security Council, in accordance with the note by the President of the Security Council dated 26 July 2010 (S/2010/507). Copies of the tentative forecast have also been placed in the delegations’ boxes and may be collected at the delegations’ pick-up areas as of [date].”

41. The members of the Security Council agree that the President of the Council should update the provisional monthly programme of work (calendar) and make it available to the public through the Council website each time it is revised and distributed to Council members, with appropriate indication of the revised items.

VII. Resolutions and presidential statements

42. The members of the Security Council reaffirm that all members of the Security Council should be allowed to participate fully in the preparation of, inter alia, the resolutions, presidential statements and

press statements of the Council. The members of the Security Council also reaffirm that the drafting of all documents such as resolutions and presidential statements as well as press statements should be carried out in a manner that will allow adequate participation of all members of the Council.

43. The members of the Security Council intend to continue to informally consult with the broader United Nations membership, in particular interested Member States, including countries directly involved or specifically affected, neighbouring States and countries with particular contributions to make, as well as with regional organizations and Groups of Friends, when drafting, inter alia, resolutions, presidential statements and press statements, as appropriate.

44. The members of the Security Council agree to consider making draft resolutions and presidential statements as well as other draft documents available as appropriate to non-members of the Council as soon as such documents are introduced within informal consultations of the whole, or earlier, if so authorized by the authors of the draft document.

45. The President of the Security Council should, when so requested by the Council members, and without prejudice to his or her responsibilities as President, draw the attention of the representative(s) of the Member State(s), regional organizations and arrangements concerned to relevant statements to the press made by the President on behalf of Council members or decisions of the Council. The Secretariat should also continue to bring to the knowledge of those concerned, including non-State actors, through the relevant Special Representatives, Representatives and Envoys of

the Secretary-General and United Nations Resident Coordinators, resolutions and presidential statements of the Security Council as well as statements to the press made by the President of the Council on behalf of the Council members, and ensure their promptest communication and widest possible dissemination. The Secretariat should further issue, as United Nations press releases, all written statements to the press made by the President of the Security Council on behalf of Council members, upon clearance by the President.

VIII. Subsidiary bodies

46. The members of the Security Council encourage the Chairs of all subsidiary bodies to continue to report to the Council on any outstanding issues, when necessary and in any event on a regular basis, in order to receive strategic guidance from the Council.

47. The members of the Security Council encourage subsidiary bodies of the Council to seek the views of Member States with strong interest in their areas of work. The members of the Security Council in particular encourage sanctions committees to seek the views of Member States that are particularly affected by the sanctions.

48. The members of the Security Council encourage the Secretariat to provide administrative and substantive support to the subsidiary bodies of the Security Council.

49. The members of the Security Council encourage Chairs of the subsidiary bodies of the Council to make the schedules of meetings of subsidiary bodies available to the public, when appropriate, through their websites and the *Journal of the United Nations*.

50. The members of the Security Council welcome the participation in the meetings of the Security Council Working Group on Peacekeeping Operations of the Secretariat, troop- and police-contributing countries and other major stakeholders, and encourage this practice in order to foster closer cooperation between the Council and those actors.

IX. Matters of which the Council is seized

51. Rule 11 of the provisional rules of procedure of the Security Council provides that the Secretary-General shall communicate each week to the representatives on the Security Council a summary statement of matters of which the Security Council is seized and of the stage reached in their consideration.

52. The practice of including an agenda item in the summary statement once it has been adopted at a formal meeting of the Security Council will remain unchanged.

53. At the beginning of each year, the Security Council will review the summary statement in order to determine if the Council has concluded its consideration of any of the listed items, in particular those items that were considered for the first time during the preceding year, and whether, consequently, such items should be deleted from the statement. Further, except as herein provided, any item which has not been considered by the Security Council during the preceding three calendar years will also be deleted.

54. The preliminary annual summary statement issued in January of each year by the Secretary-General on matters of which the Council is seized will identify the items to be deleted from the list. The first summary statement issued in March of each year

will reflect the deletion of those items, unless a State Member of the United Nations notifies the President of the Security Council by the end of February of that year that it requests an item to remain on the summary statement, in which case such item will remain on the statement for one year, unless the Security Council decides otherwise.

55. The deletion of an item does not imply that such an item cannot be taken up by the Security Council as and when it deems necessary in the future.

56. The summary statement will be presented in the format of two sections, as follows: one section comprising items which have been considered by the Security Council at a meeting during the preceding three-year period, and another section comprising items which have not been considered at a meeting during the preceding three-year period but which the Security Council has decided to retain at the request of a Member State.

57. The Security Council reconfirms that the first summary statement of each month will contain a full, updated list of items of which the Security Council is seized. For intervening weeks, a weekly addendum to the summary statement will be issued listing only those items on which further action has been taken by the Council during the previous week or indicating that there has been no change during that period.

58. The Security Council reconfirms that references given for each item listed in the summary statement will be the dates when the item was first taken up by the Council at a formal meeting and the most recent formal meeting of the Council held on that item.

X. Communication with the Secretariat and outside

59. The members of the Security Council intend to seek the views of Member States that are parties to a conflict and/or other interested and affected parties. For that purpose, the Security Council may, inter alia, utilize private meetings when public meetings are not appropriate, in which case invitations are also to be extended in accordance with rules 37 and 39 of the Council's provisional rules of procedure. The Security Council, when it deems appropriate, may also utilize informal dialogues.
60. The members of the Security Council intend to continue to maintain regular communication with the General Assembly and the Economic and Social Council for better coordination among the principal organs of the United Nations. To that end, the members of the Security Council encourage the President of the Council to continue holding meetings with the Presidents of the General Assembly and the Economic and Social Council on a regular basis.
61. The members of the Security Council also intend to maintain regular communication with the Peacebuilding Commission. As appropriate, the members of the Council intend to invite the Chairs of country-specific configurations of the Peacebuilding Commission to participate in formal Security Council meetings at which the situation concerning the country in question is considered, or on a case-by-case basis, for an exchange of views in an informal dialogue.
62. The members of the Security Council are encouraged to prepare a monthly assessment of their presidency in a timely

manner, which can be utilized by the member of the Council preparing the annual report.

63. The members of the Security Council intend to make the best use of all mechanisms available, as appropriate, to convey policy guidance to the Secretary-General, including dialogue, letters from the President, adoption of resolutions or presidential statements, or any other means deemed appropriate.
64. The members of the Security Council, through the Secretary-General, invite new Special Representatives of the Secretary-General to engage in dialogue with members of the Council before assuming their duties under new mandates, including in the field, in order to obtain Council members' views on the objectives and the mandates.
65. The members of the Security Council intend to utilize "Arria-formula" meetings as a flexible and informal forum for enhancing their deliberations. To that end, members of the Security Council may invite on an informal basis any Member State, relevant organization or individual to participate in "Arria-formula" informal meetings. The members of the Security Council agree to consider using such meetings to enhance their contact with civil society and non-governmental organizations, including local non-governmental organizations suggested by United Nations field offices. The members of the Security Council encourage the introduction of such measures as lengthening lead times, defining topics that participants might address and permitting their participation by video teleconference.

XI. Security Council missions

66. The members of the Security Council underline the value of Security Council missions for understanding and assessing particular conflicts or situations on the agenda of the Council. Security Council missions should be planned as early as practicable with the members of the Security Council that will be participating in the mission. Members of the Security Council will designate a member or members to coordinate a particular Security Council mission.
67. The designated member or members will draft terms of reference for the mission as early as possible in consultation with Security Council members and the Secretariat. The terms of reference should outline the dates of the mission, its purpose, the proposed agenda and the composition of the mission. The terms of reference should be issued as a Security Council document.
68. The members of the Security Council encourage Security Council missions to continue to avoid restricting their meetings to those with governmental interlocutors and interlocutors of conflict parties and to hold, as appropriate, meetings with local civil society leaders, non-governmental organizations and other interested parties.
69. Upon the return of the mission, the designated member or members should brief the Security Council on the mission orally and/or with a written report which should be issued as a document of the Security Council.

XII. Annual report

70. The Security Council will take the necessary action to ensure the

timely submission of its report to the General Assembly. For that purpose:

(a) The Security Council will continue with the existing practice whereby the annual report is submitted to the General Assembly in a single volume. The period of coverage for the reports shall be from 1 August of one year to 31 July of the next;

(b) The Secretariat should continue to submit the draft report to the members of the Council no later than 30 September, immediately following the period covered by the report, so that it may be discussed and thereafter adopted by the Council in time for consideration by the General Assembly during the main part of the regular session of the General Assembly.

71. The report shall contain an introduction, to be prepared in accordance with the following guidelines:

(a) The draft introduction to the report should continue to be prepared under the leadership and responsibility of the President of the Council for the month of July of each calendar year and should continue to be approved by all current members of the Council and the immediate past elected members who served on the Council during the reporting period covered;

(b) While drafting the introduction to the report, the President for the month of July may, when necessary, seek advice from other members of the Council;

(c) The introduction to the report should contain concise information about the nature of all decisions taken by the Council during the period covered, in particular all resolutions and presidential statements;

(d) The member of the Council preparing the introduction is encouraged to consult for reference the monthly assessments described in paragraph 62 above.

72. The remainder of the report shall be prepared by the Secretariat and shall be approved by all current members of the Council and the immediate past elected members who served on the Council during the reporting period covered, and shall contain the following parts:

(a) Part I shall contain a brief statistical description of the key activities relating to all questions considered by the Security Council under its responsibility for the maintenance of international peace and security during the period covered by the report, including a list of each of the following with document symbols, as appropriate:

(i) All decisions, resolutions, presidential statements and official communiqués adopted by the Security Council;

(ii) Meetings of the Security Council, including with troop- and police-contributing countries;

(iii) Meetings of subsidiary bodies, including counter-terrorism committees, sanctions committees and working groups;

(iv) Reports of panels and monitoring mechanisms;

(v) Reports of Security Council missions undertaken;

(vi) Peacekeeping operations established, functioning or terminated;

(vii) Assistance missions and offices established, functioning or terminated;

(viii) Reports of the Secretary-General submitted to the Security Council;

- (ix) References to the summary statements by the Secretary-General on matters of which the Security Council was seized for the period covered by the report;
 - (x) Notes by the President of the Security Council and other documents issued by the Security Council for the further improvement of the work of the Council;
 - (xi) Assessment reports issued by the individual monthly presidencies of the Council on its work;
- (b) Part II shall contain information relating to each question considered by the Security Council during the reporting period, in at least one formal meeting, under its responsibility for the maintenance of international peace and security:
- (i) Factual data on the number of meetings and informal consultations;
 - (ii) A notice of all decisions, resolutions, presidential statements, and draft resolutions considered by the Council at its meetings but not adopted;
 - (iii) A list of the peacekeeping operations and assistance missions and offices established, functioning or terminated, as appropriate;
 - (iv) A list of the relevant panels and monitoring mechanisms and their reports, as appropriate;
 - (v) A list of the reports of the Secretary-General submitted to the Security Council;
 - (vi) A list of the Security Council missions undertaken and their reports, as appropriate;
 - (vii) All communications issued by the Council or transmitted to the Council in connection with each agenda item considered;
- (c) Part III shall contain an account of the other matters considered by the Security Council;

- (d) Part IV shall contain an account of the work of the Military Staff Committee;
- (e) Part V shall cover matters that were brought to the attention of the Council but not discussed at the meetings of the Council during the reporting period;
- (f) The members of the Security Council acknowledge that the work of the Security Council subsidiary bodies is an inseparable part of the Council's work. Part VI of the report shall therefore contain concise information about the work of subsidiary bodies of the Security Council, including counter-terrorism committees, sanctions committees, working groups, and international tribunals established by the Security Council, as appropriate.

73. The Secretariat should post the current annual report of the Security Council on the United Nations website. The relevant web page should be updated to provide the information as necessitated under future notes issued by the President of the Security Council with respect to the annual report.

74. The report will continue to be adopted at a public meeting of the Security Council where members of the Council who wish to do so may comment on the work of the Council for the period covered by the report. The President of the Council for the month in which the report is submitted to the General Assembly will also make reference to the verbatim record of the Council's discussion prior to its adoption of the annual report.

75. If appropriate, the President of the Security Council will continue the practice of not scheduling meetings or informal consultations of the Council on the first day of the debate on the report in the General Assembly.

XIII. Newly elected members

76. The Security Council invites the newly elected members of the Council to attend all meetings of the Council and its subsidiary bodies and the informal consultations of the whole, for a period of six weeks immediately preceding their term of membership or as soon as they have been elected, if the election is held less than six weeks prior to the beginning of their terms. The Security Council also invites the Secretariat to provide all relevant communications of the Council to the newly elected members during the above-mentioned period.
77. The members of the Security Council also agree that, if an incoming member will be assuming the presidency of the Council in the first two months of its term on the Council, it will be invited to attend the informal consultations of the whole for the period of two months immediately preceding its term of membership (that is, with effect from 1 November).
78. The Security Council invites the Secretariat to continue to take appropriate measures to familiarize the newly elected members with the work of the Council and its subsidiary bodies, including by providing briefing materials and holding seminars before they begin to attend Council meetings.

Annex 1

For ease of reference, the Provisional Rules of Procedure of the Security Council, published by the UN Secretariat, is annexed hereto.

**PROVISIONAL RULES OF PROCEDURE
OF THE SECURITY COUNCIL**

CHAPTER I . MEETINGS

Rule 1

Meetings of the Security Council shall, with the exception of the periodic meetings referred to in rule 4, be held at the call of the President at any time he deems necessary, but the interval between meetings shall not exceed fourteen days.

Rule 2

The President shall call a meeting of the Security Council at the request of any member of the Security Council.

Rule 3

The President shall call a meeting of the Security Council if a dispute or situation is brought to the attention of the Security Council under Article 35 or under Article I I (3) of the Charter, or if the General Assembly makes recommendations or refers any question to the Security Council under Article 11 (2), or if the Secretary-General brings to the attention of the Security Council any matter under Article 99.

Rule 4

Periodic meetings of the Security Council called for in Article 28 (2) of the Charter shall be held twice a year, at such times as the Security Council may decide.

Rule 5

Meetings of the Security Council shall normally be held at the seat of the United Nations.

Any member of the Security-Council or the Secretary-General may propose that the Security Council should meet at another place. Should the Security Council accept any such proposal, it shall decide upon the place and the period during which the Council shall meet at such place.

CHAPTER II. AGENDA

Rule 6

The Secretary-General shall immediately bring to the attention of all representatives on the Security Council all communications from States, organs of the United Nations, or the Secretary-General concerning any matter for the consideration of the Security Council in accordance with the provisions of the Charter.

Rule 7

The provisional agenda for each meeting of the Security Council shall be drawn up by the Secretary-General and approved by the President of the Security Council.

Only items which have been brought to the attention of the representatives on the Security Council in accordance with rule 6, items covered by rule 10, or matters which the Security Council had

previously decided to defer, may be included in the provisional agenda.

Rule 8

The provisional agenda for a meeting shall be communicated by the Secretary-General to the representatives on the Security Council at least three days before the meeting, but in urgent circumstances it may be communicated simultaneously with the notice of the meeting.

Rule 9

The first item of the provisional agenda for each meeting of the Security Council shall be the adoption of the agenda.

Rule 10

Any item of the agenda of a meeting of the Security Council, consideration of which has not been completed at that meeting, shall, unless the Security Council otherwise decides, automatically be included in the agenda of the next meeting.

Rule 11

The Secretary-General shall communicate each week to the representatives on the Security Council a summary statement of matters of which the Security Council is seized and of the stage reached in their consideration.

Rule 12

The provisional agenda for each periodic meeting shall be circulated to the members of the Security Council at least twenty-one days before the opening of the meeting. Any subsequent change in or addition to the provisional agenda shall be brought to the notice of the members at least five days before the meeting. The Security Council may, however, in urgent circumstances, make additions to the agenda at any time during a periodic meeting.

The provisions of rule 7, paragraph 1, and of rule 9, shall apply also to periodic meetings.

CHAPTER III. REPRESENTATION AND CREDENTIALS

Rule 13

Each member of the Security Council shall be represented at the meetings of the Security Council by an accredited representative. The credentials of a representative on the Security Council shall be communicated to the Secretary-General not less than twenty-four hours before he takes his seat on the Security Council. The credentials shall be issued either by the Head of the State or of the Government concerned or by its Minister of Foreign Affairs. The Head of Government or Minister of Foreign Affairs of each member of the Security Council shall be entitled to sit on the Security Council without submitting credentials.

Rule 14

Any Member of the United Nations not a member of the Security Council and any State not a Member of the United Nations, if invited

to participate in a meeting or meetings of the Security Council, shall submit credentials for the representative appointed by it for this purpose. The credentials of such a representative shall be communicated to the Secretary-General not less than twenty-four hours before the first meeting which he is invited to attend.

Rule 15

The credentials of representatives on the Security Council and of any representative appointed in accordance with rule 14 shall be examined by the Secretary-General who shall submit a report to the Security Council for approval.

Rule 16

Pending the approval of the credentials of a representative on the Security Council in accordance with rule 15, such representative shall be seated provisionally with the same rights as other representatives.

Rule 17

Any representative on the Security Council, to whose credentials objection has been made within the Security Council, shall continue to sit with the same rights as other representatives until the Security Council has decided the matter.

CHAPTER IV. PRESIDENCY

Rule 18

The presidency of the Security Council shall be held in turn by the members of the Security Council in the English alphabetical order of their names. Each President shall hold office for one calendar month.

Rule 19

The President shall preside over the meetings of the Security Council and, under the authority of the Security Council, shall represent it in its capacity as an organ of the United Nations.

Rule 20

Whenever the President of the Security Council deems that for the proper fulfilment of the responsibilities of the presidency he should not preside over the Council during the consideration of a particular question with which the member he represents is directly connected, he shall indicate his decision to the Council. The presidential chair shall then devolve, for the purpose of the consideration of that question, on the representative of the member next in English alphabetical order, it being understood that the provisions of this rule shall apply to the representatives on the Security Council called upon successively to preside. This rule shall not affect the representative capacity of the President as stated in rule 19, or his duties under rule 7.

CHAPTER V. SECRETARIAT

Rule 21

The Secretary-General shall act in that capacity in all meetings of the Security Council. The Secretary-General may authorize a deputy to act in his place at meetings of the Security Council.

Rule 22

The Secretary-General, or his deputy acting on his behalf, may make either oral or written statements to the Security Council concerning any question under consideration by it.

Rule 23

The Secretary-General may be appointed by the Security Council, in accordance with rule 28, as rapporteur for a specified question.

Rule 24

The Secretary-General shall provide the staff required by the Security Council. This staff shall form a part of the Secretariat.

Rule 25

The Secretary-General shall give to representatives on the Security Council notice of meetings of the Security Council and of its commissions and committees.

Rule 26

The Secretary-General shall be responsible for the preparation of documents required by the Security Council and shall, except in urgent circumstances, distribute them at least forty-eight hours in advance of the meeting at which they are to be considered.

CHAPTER VI. CONDUCT OF BUSINESS

Rule 27

The President shall call upon representatives in the order in which they signify their desire to speak.

Rule 28

The Security Council may appoint a commission or committee or a rapporteur for a specified question.

Rule 29

The President may accord precedence to any rapporteur appointed by the Security Council.

The Chairman of a commission or committee, or the rapporteur appointed by the commission or committee to present its report, may be accorded precedence for the purpose of explaining the report.

Rule 30

If a representative raises a point of order, the President shall immediately state his ruling. If it is challenged, the President shall

submit his ruling to the Security Council for immediate decision and it shall stand unless overruled.

Rule 31

Proposed resolutions, amendments and substantive motions shall normally be placed before the representatives in writing.

Rule 32

Principal motions and draft resolutions shall have precedence in the order of their submission.

Parts of a motion or of a draft resolution shall be voted on separately at the request of any representative, unless the original mover objects.

Rule 33

The following motions shall have precedence in the order named over all principal motions and draft resolutions relative to the subject before the meeting:

1. To suspend the meeting;
2. To adjourn the meeting;
3. To adjourn the meeting to a certain day or hour;
4. To refer any matter to a committee, to the Secretary-General or to a rapporteur;
5. To postpone discussion of the question to a certain day or indefinitely; or
6. To introduce an amendment.

Any motion for the suspension or for the simple adjournment of the meeting shall be decided without debate.

Rule 34

It shall not be necessary for any motion or draft resolution proposed by a representative on the Security Council to be seconded before being put to a vote.

Rule 35

A motion or draft resolution can at any time be withdrawn so long as no vote has been taken with respect to it.

If the motion or draft resolution has been seconded, the representative on the Security Council who has seconded it may require that it be put to the vote as his motion or draft resolution with the same right of precedence as if the original mover had not withdrawn it.

Rule 36

If two or more amendments to a motion or draft resolution are proposed, the President shall rule on the order in which they are to be voted upon. Ordinarily, the Security Council shall first vote on the amendment furthest removed in substance from the original proposal and then on the amendment next furthest removed until all amendments have been put to the vote, but when an amendment adds to or deletes from the text of a motion or draft resolution, that amendment shall be voted on first.

Rule 37

Any Member of the United Nations which is not a member of the Security Council may be invited, as the result of a decision of the Security Council, to participate, without vote, in the discussion of any question brought before the Security Council when the Security Council considers that the interests of that Member are specially affected, or when a Member brings a matter to the attention of the Security Council in accordance with Article 35 (1) of the Charter.

Rule 38

Any Member of the United Nations invited in accordance with the preceding rule, or in application of Article 32 of the Charter, to participate in the discussions of the Security Council may submit proposals and draft resolutions. These proposals and draft resolutions may be put to a vote only at the request of a representative on the Security Council.

Rule 39

The Security Council may invite members of the Secretariat or other persons, whom it considers competent for the purpose, to supply it with information or to give other assistance in examining matters within its competence.

CHAPTER VII. VOTING

Rule 40

Voting in the Security Council shall be in accordance with the relevant Articles of the Charter and of the Statute of the International Court of Justice

CHAPTER VIII. LANGUAGES

Rule 41

Arabic, Chinese, English, French, Russian and Spanish shall be both the official and the working languages of the Security Council.

Rule 42

Speeches made in any of the six languages of the Security Council shall be interpreted into the other five languages.

Rule 43

[Deleted]

Rule 44

Any representative may make a speech in a language other than the languages of the Security Council. In this case, he shall himself provide for interpretation into one of those languages. Interpretation into the other languages of the Security Council by the interpreters of the Secretariat may be based on the interpretation given in the first such language.

Rule 45

Verbatim records of meetings of the Security Council shall be drawn up in the languages of the Council.

Rule 46

All resolutions and other documents shall be published in the languages of the Security Council.

Rule 47

Documents of the Security Council shall, if the Security Council so decides, be published in any language other than the languages of the Council.

CHAPTER IX. PUBLICITY OF MEETINGS, RECORDS

Rule 48

Unless it decides otherwise, the Security Council shall meet in public. Any recommendation to the General Assembly regarding the appointment of the Secretary-General shall be discussed and decided at a private meeting.

Rule 49

Subject to the provisions of rule 51, the verbatim record of each meeting of the Security Council shall be made available to the representatives on the Security Council and to the representatives of any other States which have participated in the meeting not later than 10 a.m. of the first working day following the meeting.

Rule 50

The representatives of the States which have participated in the meeting shall, within two working days after the time indicated in rule 49, inform the Secretary-General of any corrections they wish to have made in the verbatim record.

Rule 51

The Security Council may decide that for a private meeting the record shall be made in a single copy alone. This record shall be kept by the Secretary-General. The representatives of the States which have participated in the meeting shall, within a period of ten days, inform the Secretary-General of any corrections they wish to have made in this record.

Rule 52

Corrections that have been requested shall be considered approved unless the President is of the opinion that they are sufficiently important to be submitted to the representatives on the Security Council. In the latter case, the representatives on the Security Council shall submit within two working days any comments they may wish to make. In the absence of objections in this period of time, the record shall be corrected as requested.

Rule 53

The verbatim record referred to in rule 49 or the record referred to in rule 51, in which no corrections have been requested in the period

of time required by rules 50 and 51, respectively, or which has been corrected in accordance with the provisions of rule 52, shall be considered as approved. It shall be signed by the President and shall become the official record of the Security Council.

Rule 54

The official record of public meetings of the Security Council, as well as the documents annexed thereto, shall be published in the official languages as soon as possible.

Rule 55

At the close of each private meeting the Security Council shall issue a *communiqué* through the Secretary-General.

Rule 56

The representatives of the Members of the United Nations which have taken part in a private meeting shall at all times have the right to consult the record of that meeting in the office of the Secretary-General. The Security Council may at any time grant access to this record to authorized representatives of other Members of the United Nations.

Rule 57

The Secretary-General shall, once each year, submit to the Security Council a list of the records and documents which up to that time have been considered confidential. The Security Council shall decide which of these shall be made available to other Members of the

United Nations, which shall be made public, and which shall continue to remain confidential.

CHAPTER X. ADMISSION OF NEW MEMBERS

Rule 58

Any State which desires to become a Member of the United Nations shall submit an application to the Secretary-General. This application shall contain a declaration made in a formal instrument that it accepts the obligations contained in the Charter.

Rule 59

The Secretary-General shall immediately place the application for membership before the representatives on the Security Council. Unless the Security Council decides otherwise, the application shall be referred by the President to a committee of the Security Council upon which each member of the Security Council shall be represented. The committee shall examine any application referred to it and report its conclusions thereon to the Council not less than thirty-five days in advance of a regular session of the General Assembly or, if a special session of the General Assembly is called, not less than fourteen days in advance of such session.

Rule 60

The Security Council shall decide whether in its judgement the applicant is a peace-loving State and is able and willing to carry out the obligations contained in the Charter and, accordingly, whether to recommend the applicant State for membership.

If the Security Council recommends the applicant State for membership, it shall forward to the General Assembly the recommendation with a complete record of the discussion.

If the Security Council does not recommend the applicant State for membership or postpones the consideration of the application, it shall submit a special report to the General Assembly with a complete record of the discussion.

In order to ensure the consideration of its recommendation at the next session of the General Assembly following the receipt of the application, the Security Council shall make its recommendation not less than twenty-five days in advance of a regular session of the General Assembly, nor less than four days in advance of a special session.

In special circumstances, the Security Council may decide to make a recommendation to the General Assembly concerning an application for membership subsequent to the expiration of the time limits set forth in the preceding paragraph.

CHAPTER XI. RELATIONS WITH OTHER UNITED NATIONS ORGANS

Rule 61

Any meeting of the Security Council held in pursuance of the Statute of the International Court of Justice for the purpose of the election of members of the Court shall continue until as many candidates as are required for all the seats to be filled have obtained in one or more ballots an absolute majority of votes.

Appendix

PROVISIONAL PROCEDURE FOR DEALING WITH COMMUNICATIONS FROM PRIVATE INDIVIDUALS AND NON-GOVERNMENTAL BODIES

- A.** A list of all communications from private individuals and non-governmental bodies relating to matters of which the Security Council is seized shall be circulated to all representatives on the Security Council.
- B.** A copy of any communication on the list shall be given by the Secretariat to any representative on the Security Council at his request.

Annex 2

For ease of reference, the following documents are annexed hereto:

- (1) Security Council Press Statement on adoption of revised 507 Note (S/2010/507), 26 July 2010 **48**
- (2) “Arria-formula” meetings. **50**
- (3) Background Note on “Arria-formula” meetings. **51**
- (4) Informal Interactive Dialogue and other informal meetings of the Security Council **53**
- (5) Formats of the Meetings Related to the Security Council. **56**
- (6) Major Types of Actions Taken by the Security Council. **58**

Security Council Press Statement on adoption of revised 507 Note (S/2010/507), 26 July 2010

The following Security Council press statement was read out by Council President U. Joy Ogwu (Nigeria):

This morning, the Security Council adopted a note by the President concerning the improvement of the working methods of the Council. The note is the product of intensive work on the part of the Security Council's Informal Working Group on Documentation and Other Procedural Questions over the past several months. It builds on previous Council efforts to document its working methods, enhance its efficiency and transparency as well as interaction and dialogue with non-Council members by updating presidential note 507, adopted in 2006 (document S/2006/507). Members of the Council have been actively engaged in these efforts, and the open debate in April on this issue made an important contribution to the revision of note 507.

Some of the new elements include the following measures:

- The revised note incorporates the Council's agreements in two other presidential notes (documents S/2007/749 and S/2008/847) on the working methods of the Council adopted after issuance of note 507
- There is a new section on planning and reporting for Security Council missions (see Chapter XI)
- The members of the Council express their intention to maintain regular communication with the Peacebuilding Commission, which had not been mentioned in previous Council notes on its working methods (see paragraph 61)
- It refers as well for the first time to the use of informal

- dialogues by the Council in recent years (see paragraph 59)
- Its intention to enhance its dialogue with troop-contributing countries to peacekeeping, especially before it considers peacekeeping operation mandate renewals (see paragraph 33)
 - It clarifies expectations on the part of both the Council and Secretariat for the submission of Secretary-General reports and briefings (see paragraphs 14, 16, 21 and 22)

The members of the Security Council will continue to consider ways to improve the working methods of the Council, including through the Informal Working Group on Documentation and Other Procedural Questions.

“Arria-formula” meetings*

27 November 2006

The following elements appear to represent the common understanding of the Informal Working Group on Documentation and Other Procedural Questions on “Arria-formula” meetings.

- The members of the Security Council are encouraged to plan “Arria-formula” meetings, in accordance with paragraph 54 of the Note by the President of the Security Council (S/2006/507), and to take part in such meetings.
- The content of the background note on “Arria-formula” meetings, prepared by the Secretariat in 2002, provides a useful description of current and past practice of “Arria-formula” meetings, and the members are encouraged to utilize the background note as a guideline without undermining the flexibility of “Arria-formula” meetings.
- Any member of the Security Council convening an “Arria-formula” meeting is encouraged to carefully organize the meeting, so as to maintain its informal character.
- Any member of the Security Council convening an “Arria-formula” meeting should inform all participating Security Council members about the planned procedure for and participants in the meeting, and is encouraged to do so well in advance.

* Prepared by the Chairman of the Working Group on Documentation and Other Procedural Questions. The content of this document was reported orally to the Security Council on 20 December 2006.

Background Note on
“ARRIA-FORMULA” MEETINGS OF
SECURITY COUNCIL MEMBERS

The “Arria-formula meetings” are a relatively recent practice of the members of the Security Council. Like the informal consultations of the whole of the Security Council, they are not envisaged in the Charter of the United Nations or the Security Council’s provisional rules of procedure. Under Article 30 of the Charter, however, the Council is the master of its own procedure and has the latitude to determine its own practices.

The “Arria-formula meetings” are very informal, confidential gatherings which enable Security Council members to have a frank and private exchange of views, within a flexible procedural framework, with persons whom the inviting member or members of the Council (who also act as the facilitators or convenors) believe it would be beneficial to hear and/or to whom they may wish to convey a message. They provide interested Council members an opportunity to engage in a direct dialogue with high representatives of Governments and international organizations – often at the latter’s request – as well as non-State parties, on matters with which they are concerned and which fall within the purview of responsibility of the Security Council.

The process is named after Ambassador Diego Arria of Venezuela, who, as the representative of Venezuela on the Council (1992-1993), initiated the practice in 1992. Although Ambassador Arria, as the then President of the Security Council, had himself convened in 1992 as an “Arria-formula meeting”, the recent practice suggests a preference for such initiatives to be taken by members of the Council other than the President. The convening

[†] Prepared by the Secretariat.

member is also chairing such meetings.

The “Arria-formula meetings” differ from the consultations of the whole of the Council in the following respects:

- Such informal gatherings do not constitute an activity of the Council and are convened at the initiative of a member or members of the Council. Participation in such meetings is for individual members to decide upon and there have been instances when some members chose not to attend.
- They are held in a Conference Room, and not in the Security Council Consultation Room.
- The convenor issues a written invitation to the other fourteen members, indicating the place, date and time of the “Arria-formula meeting”, as well as the name of the party to be heard, by a fax from his/her Mission rather than by notification from the Secretariat.
- They are not announced in the daily Journal of the United Nations.
- Unless so invited, members of the Secretariat are not expected to attend, except for interpreters and a Conference Officer.

**INFORMAL INTERACTIVE DIALOGUE AND OTHER INFORMAL MEETINGS
OF THE SECURITY COUNCIL**

DATE / VENUE	DESCRIPTIVE NAME	SUBJECT	BRIEFER	Non-SC / Non-UN participants	Listed in Journal	Listed in SC POW	Listed in Annual Report
9 August 2010	Informal interactive discussion	Central African Republic	Minister of Foreign Affairs of the Central African Republic Chair of the Country-specific Configuration for the CAR	Minister of Foreign Affairs of the Central African Republic	NO		
14 June 2010	Informal interactive discussion	Republic of Korea / Democratic People's Republic of Korea ("Cheonan incident")	Republic of Korea (ROK) and the Democratic People's Republic of Korea (DPRK)	Republic of Korea / Democratic People's Republic of Korea	NO		
5 May 2010	Informal interactive discussion	MINURCAT	SRSG Mahmoud	Chad, CAR,	NO		
26 March 2010 Conf. Rm.7	Informal interactive discussion	Sri Lanka	USG John Holmes	Sri Lanka,	NO		
20 March 2010	Informal interactive discussion	MINURCAT	Chad Delegation	Chad,	NO		
22 March 2010 Conf. Rm. 5	Informal interactive discussion	MINURCAT	DPKO USG	Chad, CAR,	NO		
5 June 2009 Conf. Rm. 6	Informal interactive discussion	Sri Lanka	Secretary-General	Sri Lanka,	NO		YES

30 April 2009 Conf. Rm. 7	Informal interactive discussion	Sri Lanka (humanitarian situation)	USG John Holmes	Sri Lanka,	NO		YES
22 April 2009 Conf. Rm. 6	Informal interactive discussion	Sri Lanka (humanitarian situation)	Chef de Cabinet Vijay Nambiar	Sri Lanka,	NO		YES
26 March 2009 Conf. Rm. 7	Informal interactive discussion	Sri Lanka (humanitarian situation)	USG John Holmes	Sri Lanka	NO		YES
12 February 2009	Informal interactive discussion	Darfur	AU-Arab League delegation	Joint delegation from the AU and League of Arab States	NO		YES
17 April 2008	Meeting between the members of the UN Security Council and the members of the AU Peace and Security Council	Cooperation between the UNSC and the AUPSC	Permanent Representative of Ethiopia to the AU and AU PSC Chair for the Month of April, Sahle-Work Zewde	Peace and Security Council of the AU at ambassadorial level	NO* (The Journal lists a joint briefing for the SC and GA)		YES* (The report does not describe meeting as including GA)
26 February 2008 Conf. Rm. 7	Informal interactive discussion	Chad/Sudan	Minister of Foreign Affairs of Chad, Ahmad Allam-Mi	Minister of Foreign Affairs of Chad	NO		NO
13 July 2007	Informal dialogue	The Sudan	AU Commission Chairperson Alpha Oumar Konaré	AU Commission Chairperson	NO		NO
9 July 2007	Informal dialogue	Kosovo	Lieutenant-General Roland Kather, Commander of KFOR	Commander of KFOR			NO
27 April 2007 Conf. Rm 8	Informal meeting	Somalia	Ethiopian Foreign Minister, Seum Mesfin	Minister for Foreign Affairs of Ethiopia	NO		NO

24 April 2007	Informal private discussion	Somalia	Permanent Observer of the AU, Lila Hanitra Ratsifandrihamanana; ASG for Political Affairs Tuliameni Kalomoh; USG for Humanitarian Affairs, John Holmes; Director of DPKO's Africa Division, Dmitry Titov	Permanent Observer of the African Union	NO		YES
16 April 2007	Informal private discussion	The Sudan	Secretary-General; AU Chairperson Konaré; AU Commissioner for Peace and Security, Said Djinnit; and the United Nations and African Union special representatives, Jan Eliasson and Salim Ahmed Salim	SG; AU Commission Chairperson ; AU Commissioner for Peace and Security; UN and AU special representatives to Sudan			NO
22 March 2007	Informal private meeting	Chad-Sudan	Minister of Foreign Affairs of Chad, Ahmad Allam-Mi; Colonel Idriss Dokomy Adiker of Chad	Minister of Foreign Affairs of Chad; Military officer of Chad	NO		NO
6 February 2006 SC Chamber	Informal event / Meeting between SC members and US Senators Lugar, Voinovich and Coleman	Non-proliferation issues	Senator Richard Lugar, Chairman of the Senate Foreign Relations Committee, and other members of the United States Senate	Chairman of the US Senate Foreign Relations Committee and other Senators			YES
20 January 2000 SC Chamber	Special meeting	Relationship between the UN and the USA; the Helms-Biden Law	Chairman of the United States Senate Committee on Foreign Relations, Jesse Helms	Chairman of the United States Senate Committee on Foreign Relations			
3 April 1996/SC Chamber	Informal meeting	General discussion of SC issues, in connection with the visit of the President of Italy to the UN	President of Italy, Dr. Oscar Luigi Scalfaro	President of Italy			

Formats of Meetings*1 Related to the Security Council

Names of Meetings		Participation of Non-Council Members*2 in the Discussion	Briefing by the Secretariat	Official Records	Venue	
Meetings of the Security Council <i>(para. 36 of the Note)</i>	Public meetings	Open debate	Non-Council members may be invited to participate in the discussion upon their request	May be conducted	Published	Security Council Chamber
		Debate	Non-Council members that are directly concerned or affected or have special interest in the matter under consideration may be invited to participate in the discussion upon their request	May be conducted		
		Briefing	Only Council members may deliver statements following briefings	Conducted		
		Adoption	Non-Council members may or may not be invited to participate in the discussion upon their request	Not conducted		
	Private meetings *3	Private meeting	Non-Council members may be invited to participate in the discussion upon their request	May be conducted	Made in a single copy only and kept by the Secretary General	Security Council Chamber
		TCC meeting	Parties prescribed in resolution 1353 (2001) are invited to participate in the discussion, in accordance with the resolution	May be conducted		ECOSOC/TC Chamber or Conference Room
Meetings of Members of the Security Council	Informal consultations of the whole <i>(para. 20 to 27 of the Note)</i>	Non-Council members not invited	May be conducted	Not made	SC Consultations Room	
Informal Dialogue <i>(para. 59 of the Note)</i>		By invitation only	May or may not be conducted	Not made	Conference Room	
“Arria-formula” meeting <i>(para. 65 of the Note)</i>		By invitation only	Usually not conducted	Not made	Conference Room or Permanent Mission of an SC member	

*1 Only those which appear in the Note by the President of the Security Council (S/2010/507) are shown on this table.

*2 Any Member State of the United Nations which is not a member of the Security Council, whether participating at its own request or invited by the Council, is invited to formal meetings of the Council pursuant to rule 37 of the provisional rules of procedure. Members of the Secretariat or other persons participating in a formal Council meeting are invited pursuant to rule 39.

*3 Closed to the public. Member States of the United Nations which are not a member of the Security Council may be invited to be present.

Major Types of Actions Taken by the Security Council‡

Types of actions Document Symbol	Usual decision procedure
Resolution S/RES/[number] ([year])	An affirmative vote of nine members including the concurrent votes of the P5 in a public meeting (Adoption).
Statement by the President S/PRST/[year]/[number]	Consensus in informal consultations or by “no objection” procedure. The President of the Security Council reads out the statement in a public meeting (Adoption).
Note by the President	Consensus in informal consultations or by “no objection” procedure.
Letter from the President§	
Press statement	Consensus. The President of the Security Council reads out the statement to the press.

‡ The content of this table is neither officially prescribed nor intended to covers all actions by the Security Council.

§ In some exceptional cases, the letter is adopted in a public meeting (Adoption).