

**Date of meeting:** Friday, 14 June 2019

Venue: Vienna International Center (VIC, also referred to as 'UNO City')
 Wagramer Straße 5, 1220 Wien

- Plenaries: Room C-C4 (4th floor)
- Member Updates: Rooms C0229, C0234, C0237 (2nd floor)

More information on logistics available [here](#).

Time	Topic	Lead
Annual Meeting Business Day		
08:30 – 08:45	Welcome, opening remarks	Johan Veul, Co-Chair of DCED ExCo
08:45 – 11:00	DCED Member Updates 'market-place' (each member agency has 20 minutes to present; up to 3 presentations take place in parallel)	Member agencies
11:00 – 11:30	<i>Coffee break</i> <i>Deadline for nominations for ExCo election</i>	
11:30 – 12:30	DCED operations, achievements and plans: Introduction, Strategy, 2018-19 Progress Report, 2019-20 Work Plan and Budget	
12:30 – 13:30	<i>Lunch</i>	
13:30 – 15:00	Annual Meeting business. Formal, structured decision-making session, with one active participant per member agency (others are invited to observe) <ul style="list-style-type: none"> • Presentations by candidates for ExCo • Voting on candidates for ExCo (<i>if required</i>) • Applications for membership of DCED • Voting to approve 2018-19 Progress Report • Voting to approve 2019-20 Work Plan and Budget • Invitations to host the 2020 Annual Meeting • Any other business <i>Announcement of election results for ExCo</i>	Member agencies
15:00	End (ExCo members meet)	