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REFERENCE: LA41TR/230

The Secretariat presents its compliments to the Permanent Missions and Permanent Observer Missions to the United Nations and to the international organizations, refers to the notes by the Legal Counsel LA41/230 of 22 April 1996 and 2 April 1997, and has the honour to convey the following in relation to the submission of international agreements for registration and publication in accordance with Article 102 of the Charter.

1. As a result of the computerization programme undertaken in the Treaty Section and with a view to further rationalizing and expediting the registration and publication process, the Treaty Section has implemented a new form for communications regarding the registration of treaties. A separate document will be issued for each international agreement submitted for registration. This communication could consist of the following:

- (1) A general letter of acknowledgment of receipt;
- (2) A certificate of registration for each international agreement registered upon receipt. In the case of registration of actions, the date of registration of all these actions will be indicated in the letter of acknowledgment of receipt;
- (3) A checklist specifying any missing information and documentation for each international agreement and/or action submitted, but not yet registered. In these cases registration will be effected upon the receipt of the specified information and documentation by the Secretariat;
- (4) A reference to the number and date of registration for each international agreement that has already been registered with the Secretariat;

2. Further to notes LA41TR/230 of 22 April 1996 and 2 April 1997 and to General Assembly resolution 53/100 of 8 December 1998, it is again strongly encouraged that the Member States and international organizations submit treaties to the Secretariat on computer diskette also. The preferred format for diskettes is Word Perfect 6.1 for Windows, as this is the system used in the Treaty Section of the United Nations. If it is not possible to submit treaties in this format, they can be submitted in Word for Windows or as text file (the generic format for saving documents). A paper copy of the treaty should accompany the diskette for verification purposes.

The Secretariat greatly appreciates the continued cooperation of states and international organizations in these matters.

14 April 1999

