ANNOTATED DRAFT AGENDA

1. Opening of the session by the Chair
2. Adoption of the agenda and organisation of the session
3. Discussion of intersessional work
   (a) Intersessional meeting on scope
   (b) Registration subgroup
   (c) Transition subgroup
4. Consideration of substantive matters:
   (a) Unresolved matters identified in the Issues Paper (Study LVIII A – W.G.4 – Doc. 2)
   (b) Preliminary draft Model Law on Factoring (Study LVIII A – W.G.4 – Doc. 3)
5. Organisation of future work
6. Any other business
7. Closing of the session
ANNOTATIONS

Item No. 1 – Opening of the meeting by the Chair

1. In accordance with the UNIDROIT practice, the Factoring Model Law Working Group is chaired by Professor Henry Gabriel, Member of the UNIDROIT Governing Council.¹

Item No. 2 – Adoption of the agenda and organisation of the session

2. The Working Group's fourth session will be held as a hybrid meeting allowing for both in-person and remote participation. Remote participation will be via Zoom.

3. The meeting will take place between 1 – 3 December 2021.

4. The meeting will run for seven hours each day, between 10:00 – 17:00 CEST.

<table>
<thead>
<tr>
<th>Discussion</th>
<th>Time</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st</td>
<td>10:00 – 11:30</td>
<td>90 minutes</td>
</tr>
<tr>
<td>1st coffee</td>
<td>11:30 – 11:45</td>
<td>15 minutes</td>
</tr>
<tr>
<td>2nd</td>
<td>11:45 – 13:00</td>
<td>75 minutes</td>
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<tr>
<td>Lunch</td>
<td>13:00 – 14:00</td>
<td>60 minutes</td>
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<tr>
<td>3rd</td>
<td>14:00 – 15:30</td>
<td>90 minutes</td>
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<tr>
<td>2nd coffee</td>
<td>15:30 – 15:45</td>
<td>15 minutes</td>
</tr>
<tr>
<td>4th</td>
<td>15:45 – 17:00</td>
<td>75 minutes</td>
</tr>
</tbody>
</table>

5. To join the session via Zoom, please click the following link and enter the ID and password if necessary:
   https://us02web.zoom.us/j/88188731465?pwd=RmN6Z2s5VWdnSHU0UWY5MGVpcG44UT09
   
   Meeting ID: 881 8873 1465
   Password: 011118

6. Alternatively, participants may dial into the meeting using the below phone numbers. Where possible, participants are encouraged to participate via the above link rather than dialling-in using a phone, as participation via videoconference provides technological advantages, such as viewing screens or documents being shared by the Secretariat on the Zoom platform.

Find your local number: https://us02web.zoom.us/u/kKaU7MXWQ

Item No. 5 – Organisation of future work

7. UNIDROIT is looking to tentatively schedule the 5th Factoring Working Group session on either 9-11 May 2022 (preferred) or 2-4 May 2022. In-person participation is encouraged, although remote participation will be possible.

¹ Article 13(2) of the UNIDROIT Statute provides that commissions shall, as far as possible, be presided over by Members of the Governing Council.