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Seventy-fourth session

## **Arrangements for the high-level meetings and the general debate of the seventy-fourth session of the General Assembly**

**United Nations Headquarters, 23 to 30 September 2019**

**Information note for delegations**



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## I. Introduction

1. The general debate of the seventy-fourth session will be held from Tuesday, 24 September, to Saturday, 28 September, and on Monday, 30 September 2019, pursuant to resolution [57/301](#) and decision [73/522](#).
2. The Climate Action Summit, to be convened by the Secretary-General, will be held on Monday, 23 September 2019. Pre-Summit events will take place during the preceding weekend, on 21 and 22 September.
3. The high-level meeting on universal health coverage will be held on Monday, 23 September 2019, in accordance with resolutions [72/139](#) and [73/131](#) and decision [73/522](#).
4. The high-level political forum on sustainable development under the auspices of the General Assembly will be held on Tuesday, 24 September and Wednesday, 25 September 2019, in accordance with resolutions [67/290](#) and [70/299](#) and decision [73/522](#).
5. The high-level commemorative event to mark the thirtieth anniversary of the adoption of the Convention on the Rights of the Child will be held on Wednesday, 25 September 2019, in accordance with resolution [73/301](#).
6. The High-level Dialogue on Financing for Development of the General Assembly will be held on Thursday, 26 September 2019, in accordance with resolution [69/313](#) and decision [73/522](#).
7. The high-level meeting to commemorate and promote the International Day for the Total Elimination of Nuclear Weapons will also be held on Thursday, 26 September 2019, in accordance with resolutions [72/251](#) and [73/40](#), and decision [73/522](#).
8. The high-level meeting to review progress made in addressing the priorities of small island developing States through the implementation of the SIDS Accelerated Modalities of Action (SAMOA) Pathway will be held on Friday, 27 September 2019, in accordance with resolution [71/225](#) and decision [73/522](#).

## II. Arrivals

9. Strict adherence to the following requirements will ensure the timely and secure arrival of all parties:
  - (a) All persons in motorcades must have valid United Nations photo identification in order to be permitted to pass through various security checks and enter the Headquarters complex;
  - (b) Heads of State or Government, members of their parties and other delegations or observers or individual members of such delegations wishing to come to the United Nations on foot from nearby locations are encouraged to do so – time will be saved and possible delays avoided;
  - (c) With the exception of motorcades accompanied by police and/or secret service, any delegation arriving at the United Nations by car will need a special vehicle permit. The permits will be available through the Garage Administration, room U-210 (telephone: 212 963 6212).

### III. Schedules, list of speakers, statements and other relevant information

#### General debate

10. As indicated in section I above, the general debate of the seventy-fourth session of the General Assembly will be held from Tuesday, 24 September, to Saturday, 28 September, and on Monday, 30 September 2019. The meetings of the general debate will be held from 9 a.m. to 2.45 p.m. and from 3 to 9 p.m. in the General Assembly Hall.

11. The provisional list of speakers was issued in July 2019. Any change or exchange of speaking slots among Member States should be communicated in writing to the General Assembly Affairs Branch (email: [galindo@un.org](mailto:galindo@un.org), with copy to [gaspeakerslist@un.org](mailto:gaspeakerslist@un.org)).

12. The theme “Galvanizing multilateral efforts for poverty eradication, quality education, climate action and inclusion” has been proposed for the general debate at the seventy-fourth session, pursuant to resolution [58/126](#), annex.

13. In keeping with previous practice, a voluntary 15-minute time limit for statements is to be observed in the general debate.

#### High-level meeting convened by the President of the General Assembly on universal health coverage

14. The high-level meeting on universal health coverage will be held on Monday, 23 September 2019, according to the following schedule:

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9–9.30 a.m.	Opening segment (Trusteeship Council Chamber)
9.30 a.m.–1 p.m. 3–5.30 p.m.	Plenary segment (Trusteeship Council Chamber)
11 a.m.–1 p.m.	Multi-stakeholder panel 1 (Economic and Social Council Chamber)
3–5 p.m.	Multi-stakeholder panel 2 (Economic and Social Council Chamber)
5.30–6 p.m.	Closing segment (Trusteeship Council Chamber)

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15. The modalities of the high-level meeting are set out in resolution [73/131](#). The President of the General Assembly, in consultation with Member States, will finalize the organizational arrangements for the high-level meeting.

16. The high-level meeting will focus on the theme “Universal health coverage: moving together to build a healthier world”.

17. The opening segment will feature statements by the President of the General Assembly; the Secretary-General; the Director General of the World Health Organization; the President of the World Bank Group; and the former Prime Minister of Norway and former Director of World Health Organization, and eminent high-level champion of universal health coverage, Gro Brundtland.

18. The plenary segment will comprise statements by Member States and observers of the General Assembly. As announced in a letter dated 9 July 2019 from the President of the General Assembly, the list of speakers for the plenary segment closed on Monday, 16 September. A further letter from the President of the General Assembly dated 9 September 2019 circulated an updated provisional programme of the high-level meeting, together with a concept note on its multi-stakeholder panels (see <https://www.un.org/pga/73/2019/09/09/universal-health-coverage-11/>). Delegations were invited to inscribe on the list through the e-deleGATE portal at <https://delegate.un.int>. The provisional list of speakers will be made available in September prior to the high-level meeting. Statements will be limited to three minutes for individual delegations and five minutes for statements made on behalf of a group of States.
19. The closing segment will comprise summaries of the multi-stakeholder panels and concluding remarks by the President of the General Assembly.
20. The high-level meeting will approve a concise and action-oriented political declaration, agreed in advance by consensus through intergovernmental negotiations, to be submitted by the President of the General Assembly for adoption by the Assembly.
21. The two multi-stakeholder panels will be held in parallel to the plenary segment and will be co-chaired by two representatives, one from a developed country and one from a developing country, to be appointed by the President of the General Assembly from among the Heads of State or Government attending the high-level meeting, in consultation with Member States, taking into account gender equity, level of development and geographical representation.
22. The themes of the multi-stakeholder panels will take into consideration the direction and outcomes of other preceding health processes and initiatives, as well as the interactive multi-stakeholder hearing, with a view to ensuring the most effective and efficient outcomes and potential deliverables and to sharing experiences and lessons learned to address remaining implementation gaps.
23. Member States are encouraged to participate at the highest possible level, preferably at the level of Heads of State and Government, and to consider including in their national delegations ministers from all relevant ministries, parliamentarians, mayors and governors, representatives of civil society, indigenous leadership, community organizations and faith-based organizations, academia, philanthropic foundations, the private sector and universal health coverage networks, with due regard to gender equity.
24. Observers of the General Assembly are also invited to be represented at the highest possible level.
25. The United Nations system, including funds, programmes and specialized agencies, including the World Health Organization, regional commissions and relevant envoys of the Secretary-General, are invited to participate in the high-level meeting, as appropriate, and are urged to consider relevant initiatives, such as the International Health Partnership for UHC2030, in support of the preparatory process and the meeting, particularly with regard to sharing evidence and good practices, challenges and lessons learned.
26. Non-governmental organizations with relevant expertise that are in consultative status with the Economic and Social Council are invited to register with the Secretariat to attend the meeting.
27. The President of the General Assembly has drawn up a list of other relevant representatives of relevant non-governmental organizations, civil society

organizations, academic institutions and the private sector who may attend the high-level meeting and participate in the multi-stakeholder panels, taking into account the principles of transparency and equitable geographical representation, with due regard to the meaningful participation of women, and has submitted the list to Member States for their consideration on a non-objection basis (see letter dated 27 March 2019 from the President of the General Assembly).

### **High-level political forum on sustainable development under the auspices of the General Assembly**

28. In accordance with resolutions [67/290](#) and [70/299](#) and decision 73/522, the high-level political forum on sustainable development under the auspices of the General Assembly will be held in the Trusteeship Council Chamber on Tuesday, 24 September and on Wednesday, 25 September 2019. The seating arrangement will be one plus one for each delegation. Limited seating for Member States will be available in the gallery.

29. The modalities of the high-level political forum on sustainable development are set out in resolution [67/290](#) and in a letter dated 30 May 2019 from the President of the General Assembly at its seventy-third session.

30. The forum will be convened at the level of Heads of State and Government and will result in a concise negotiated political declaration to be submitted for the consideration of the General Assembly. It will be open to the major groups, other relevant stakeholders and entities having received a standing invitation to participate as observers in the General Assembly. United Nations system organizations are also invited to contribute to the discussion of the forum.

31. The forum will comprise an opening segment, two plenary segments, six high-level “leaders dialogues” and a closing segment. The opening segment, to be held from 3 to 3.55 p.m. on Tuesday, 24 September, will focus on the theme “Setting the scene and taking stock of the situation regarding the achievement of the Sustainable Development Goals: progress, challenges and the way forward”, and will feature statements by the President of the General Assembly, the Secretary-General and the President of the Economic and Social Council; and a fireside chat with the Co-Chairs of the group of independent scientists that produced the Global Sustainable Development Report. The opening segment will also feature the adoption of the political declaration.

32. The two plenary segments will be held on Tuesday, 24 September, from 4 to 5 p.m. and on Wednesday, 25 September, from 5.05 to 5.50 p.m. Both plenary segments will feature statements delivered on behalf of groups of Member States, with a time limit of three minutes.

33. Each leaders dialogue will have two moderators (one from the global North, and one from the global South), who will have three minutes each for opening remarks and three minutes each for closing remarks. Each leaders dialogue will also have 12 representatives of participating States (with priority given to Heads of State and Government), one representative of a relevant intergovernmental organization or the United Nations system and one representative of major groups and other stakeholders. Statements will be limited to three minutes for each speaker.

34. Messages on “leaving no one behind”, based on the main highlights of the Sustainable Development Goals progress report, will be featured at intervals during the leaders dialogue.

35. The forum will operate under the rules of procedure of the main committees of the General Assembly, as applicable. In accordance with resolution [67/290](#), the

arrangements established by the Assembly in the annex to its resolution 65/276 shall apply to the meetings of the forum held under the auspices of the Assembly.

36. Additional information on the high-level political forum, including registration for representatives of the United Nations system, major groups, other relevant stakeholders and entities having received a standing invitation to participate as observers in the General Assembly, will be communicated through the *Journal of the United Nations* (<https://journal.un.org>) as well as on the website of the Summit (<https://sustainabledevelopment.un.org/sdgsummit>). Further details on the organizational arrangements for the Forum, including a logistics note, preliminary lists of speakers and a concept note, as well as a guidance note for speakers in the Leaders Dialogues, are contained in the letter dated 11 September 2019 sent by the President of the General Assembly to all Permanent Representatives and Permanent Observers in New York (see <https://www.un.org/pga/73/2019/09/11/sdg-summit/>).

### **Schedule for the high-level political forum on sustainable development convened under the auspices of the General Assembly**

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Tuesday, 24 September

3–3.55 p.m.	Opening segment Setting the scene and taking stock of the situation regarding the achievement of the Sustainable Development Goals: progress, challenges and way forward
3.55–4 p.m.	Messages on leaving no one behind
4–5 p.m.	Plenary segment
5–5.05 p.m.	Messages on leaving no one behind
5.05–6 p.m.	Leaders dialogue 1 (Megatrends impacting the achievement of the Sustainable Development Goals)

Wednesday, 25 September

10–10.05 a.m.	Messages on leaving no one behind
10.05–11 a.m.	Leaders dialogue 2 (Accelerating the achievement of the Sustainable Development Goals: critical entry points)
11–11.05 a.m.	Messages on leaving no one behind
11.05 a.m.–12 p.m.	Leaders dialogue 3 (Measures to leverage progress across the Sustainable Development Goals)
12–12.05 p.m.	Messages on leaving no one behind
12.05–1 p.m.	Leaders dialogue 4 (Localizing the Sustainable Development Goals)
3–3.05 p.m.	Messages on leaving no one behind
3.05–4 p.m.	Leaders dialogue 5 (Partnerships for sustainable development)
4–4.05 p.m.	Messages on leaving no one behind

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4.05–5 p.m.	Leaders dialogue 6 (The 2020–2030 vision)
5–5.05 p.m.	Messages on leaving no one behind
5.05–5.50 p.m.	Plenary segment
5.50–6 p.m.	Closing segment

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### **High-level commemorative event convened by the President of the General Assembly to mark the thirtieth anniversary of the adoption of the Convention on the Rights of the Child**

37. In accordance with resolution [73/301](#), the high-level commemorative event to mark the thirtieth anniversary of the adoption of the Convention on the Rights of the Child will be held on Wednesday, 25 September 2019, from 8.30 to 9.30 a.m. in the Trusteeship Council Chamber.

38. As announced in a letter dated 22 July 2019 from the President of the General Assembly, the commemorative event will provide an opportunity to celebrate the momentous anniversary and the progress made in the advancement of children’s rights, and will also serve as a call to action for Member States to strengthen their commitment to the advancement of the rights of the child while recognizing the new challenges of the twenty-first century.

39. In addition to the participation of the President of the General Assembly and the Secretary-General, the youngest UNICEF Goodwill Ambassador, Muzoon Almelleham, the Executive Director of the United Nations Children’s Fund and representatives of Poland, as the initiator of the Convention on the Rights of the Child, and of the first Member State from each regional group to have ratified the Convention, in their national capacity, will address the high-level commemorative event.

40. Member States and observers of the General Assembly are encouraged to be represented at the highest possible level and to include children and young persons in their delegations.

41. Relevant United Nations entities and other intergovernmental, regional and subregional organizations are also invited to participate at the highest possible level.

42. The President of the General Assembly has drawn up a list of representatives of relevant non-governmental organizations, civil society organizations, academic institutions and the private sector who may attend the high-level commemorative event, taking into account the principles of transparency and of equitable geographical representation, and with due regard to the meaningful participation of women, and will submit the list to Member States for their consideration on a non-objection basis (see letter dated 5 September 2019 from the President of the General Assembly).

### **High-level Dialogue on Financing for Development convened by the President of the General Assembly**

43. In accordance with resolution [69/313](#) and decision [73/522](#), the High-level Dialogue on Financing for Development of the General Assembly will be held on Thursday, 26 September 2019, from 10 a.m. to 1 p.m. and from 3 to 6 p.m. in the Trusteeship Council Chamber.

44. The Dialogue will be informed by the intergovernmentally agreed conclusions and recommendations of the Economic and Social Council forum on financing for development follow-up and will result in an official summary reflecting the initiatives and recommendations emerging from the discussion.

45. The President of the General Assembly, in consultation with Member States, will finalize the organizational arrangements for the high-level meeting. As indicated in the preliminary programme for the Dialogue, circulated in a letter from the President of the General Assembly dated 14 September 2019 and posted on the meeting web page (<https://www.un.org/esa/ffd/ffddialogue/#home>), the Dialogue will comprise an opening segment, four interactive dialogues and a closing segment.

46. The High-level Dialogue will be held according to the following schedule:

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10–10.30 a.m.	Opening segment (Trusteeship Council Chamber)
10.30–11:45 a.m.	First interactive dialogue (Trusteeship Council Chamber)
11.45 a.m.–1 p.m.	Second interactive dialogue (Trusteeship Council Chamber)
3–4.15 p.m.	Third interactive dialogue (Trusteeship Council Chamber)
4.15–5.30 p.m.	Fourth interactive dialogue (Trusteeship Council Chamber)
5.30–6 p.m.	Closing segment (Trusteeship Council Chamber)

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47. The opening segment will place from 10 to 10.30 a.m. and will feature welcoming remarks and a keynote address. The first interactive dialogue, to be held from 10.30 to 11.45 a.m., will be entitled: *Putting public resources to work for more equal, sustainable societies, including by combating illicit financial flows*, and the second interactive dialogue, to be held from 11.45 a.m. to 1 p.m., will be entitled: *Financing the Sustainable Development Goals against rising debt burdens*. Both interactive dialogues will commence with a brief keynote address framing the discussion. Delegations will then have an opportunity to engage with a panel of experts who will be invited to react and respond to the comments made by the participating delegations.

48. Delegations wishing to participate in the first or second interactive dialogue were invited to express their interest through the e-speakers module in e-deleGATE from 29 July to 10 September. As the number of delegations able to participate will be limited, the provisional list of speakers will be determined based on the level of representation, with priority given to Heads of State and Government, and with due consideration given to geographic and gender balance. A time limit of three minutes for each delegation speaking in the interactive dialogues will be strictly implemented.

49. An invitation-only high-level lunch will take place from 1.15 to 2.45 p.m.

50. The third interactive dialogue, from 3 to 4.15 p.m., will focus on the theme *Moving the money to fill the climate action and Sustainable Development Goals financing gap*. It will also commence with a brief keynote address and will consist of a moderated interactive panel discussion featuring participating delegations, financial regulators and leaders of public and private financial institutions. Delegations wishing to serve as panellists in the third interactive dialogue were invited to express their interest between 29 July and 30 August to Jonathan Viera ([henry.vierasalazar@un.org](mailto:henry.vierasalazar@un.org)) in the Office of the President of the General Assembly. As the number of delegations able to participate in the third interactive dialogue will also be limited, only applications by delegations to be represented by their Head of State and/or Head of

Government will be considered in the first instance. Due consideration will also be given to geographic and gender balance.

51. The fourth interactive dialogue, from 4.15 to 5.30 p.m. will focus on *Announcements and new initiatives*. In keeping with the desire for an action-oriented High-level Dialogue, this interactive dialogue will provide an opportunity for delegations, international organizations and other stakeholders to announce and present new or very recent initiatives and deliverables that support the financing of the Sustainable Development Goals and climate action. Delegations and other stakeholders wishing to make announcements or to present initiatives were invited to express their interest through the e-speakers module in e-deleGATE between 29 July and 10 September. Taking into account time constraints and the expected high level of interest, not every request to announce or present will be able to be accommodated.

52. The closing segment from 5.30 to 6 p.m. will bring the High-level Dialogue to a conclusion.

53. Representatives of non-governmental organizations and business sector entities wishing to attend the Dialogue must be accredited either through the Economic and Social Council or the financing for development follow-up process or must be included in the formal delegations of accredited organizations. However, owing to limited space, registration will not guarantee participation. Further details on stakeholder registration will be available on the meeting web page.

### **High-level plenary meeting convened by the President of the General Assembly to commemorate and promote the International Day for the Total Elimination of Nuclear Weapons**

54. In accordance with General Assembly resolution [73/40](#) and decision [73/522](#), the high-level plenary meeting convened by the President of the General Assembly to commemorate and promote the International Day for the Total Elimination of Nuclear Weapons will be held on Thursday, 26 September 2019, from 11 a.m. to 1 p.m. and from 3 to 6 p.m. in Conference Room 4.

55. As announced in a letter dated 19 July 2019 from the President of the General Assembly, the high-level plenary meeting will raise awareness about the threat posed to humanity by nuclear weapons and the necessity for their total elimination in order to mobilize international efforts towards achieving the goal of a nuclear-weapon-free world.

### **High-level meeting convened by the President of the General Assembly to review progress made in addressing the priorities of small island developing States through the implementation of the SIDS Accelerated Modalities of Action (SAMOA) Pathway**

56. In accordance with resolutions [71/225](#) and [72/307](#) and decision [73/522](#), the high-level meeting to review progress made in addressing the priorities of small island developing States through the implementation of the SIDS Accelerated Modalities of Action (SAMOA) Pathway will be held in the Trusteeship Council Chamber on Friday, 27 September 2019, from 10 a.m. to 1 p.m. and from 3 to 6 p.m., according to the following schedule, circulated in a letter dated 31 July 2019 from the President of the General Assembly at its seventy-third session:

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10–10.45 a.m.	Opening segment
10.45 a.m.–1 p.m.	Multi-stakeholder round table 1
3–5.15 p.m.	Multi-stakeholder round table 2
5.15 p.m.	Closing segment

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57. The modalities for the high-level meeting are set out in resolution [72/307](#). The President of the General Assembly at its seventy-third session, in consultation with Member States, has finalized the organizational arrangements for the high-level meeting (see letter dated 15 September 2019 from the President of the General Assembly).

58. Member States and members of the specialized agencies of the United Nations and relevant regional and international organizations are invited to participate in the high-level meeting, in accordance with the rules of procedure of the high-level political forum on sustainable development and the General Assembly. Representation and participation at the highest possible level, including by Heads of State and Government, are encouraged.

59. Heads of the United Nations funds and programmes, the specialized agencies and regional commissions, and intergovernmental organizations and entities having observer status in the General Assembly, as well as associate members of the regional commissions, are invited to participate in the high-level review, in accordance with the rules and procedures established by the General Assembly.

60. Attendance as observers is also open to relevant non-governmental organizations in consultative status with the Economic and Social Council, and to those that were accredited to relevant conferences and summits.<sup>1</sup>

61. In its decision [73/556](#), the General Assembly decided to endorse the recommendations by the Secretariat for the accreditation of major groups organizations not in consultative status with the Economic and Social Council but wishing to participate in the high-level review, as contained in annex I to the note by the Secretary-General ([A/73/919](#)).

## IV. Events convened by the Secretary-General

### Climate Action Summit and related events

62. The Climate Action Summit will be held on Monday, 23 September 2019. Pre-Summit events will take place during the weekend preceding the Summit, on Saturday, 21 September and Sunday, 22 September at United Nations Headquarters.

63. The Summit will bring together representatives of Governments, civil society, local authorities, international organizations, the private sector and other relevant stakeholders, who have been working within nine multi-stakeholder coalitions to develop credible and ambitious initiatives in the following action areas: social and

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<sup>1</sup> Reference is made to the non-governmental organizations that were accredited to the following relevant conferences and summits: the World Summit on Sustainable Development, the United Nations Conference on Sustainable Development and the previous United Nations conferences on the sustainable development of small island developing States, held in Barbados, Mauritius and Samoa, as well as the United Nations Conference to Support the Implementation of Sustainable Development Goal 14: Conserve and sustainably use the oceans, seas and marine resources for sustainable development.

political drivers of change; transition to renewable energy; industry; infrastructure, cities and local action; nature-based solutions; resilience and adaptation; mitigation; finance and carbon pricing; and youth and citizen mobilization.

64. Additionally, the Secretary-General has called all leaders to come to the Summit ready to announce concrete national plans that they will set to reduce greenhouse gas emissions for 2030 and achieve zero net emissions by 2050; adapt to the unavoidable impacts of climate change and strengthen resilience; address the social dimension of climate change; and finance the transformations needed. These plans should include as concrete a commitment as possible to the enhancement of the nationally determined contributions in 2020 and the mid-century, long-term low greenhouse gas emission development strategies that all parties and Member States will submit to the secretariat of the United Nations Framework Convention on Climate Change by 2020.

65. A letter from the Special Envoy of the Secretary-General for the 2019 Climate Summit, Luis Alfonso de Alba, was sent to all Member State missions on July 25. The letter asked Member States to nominate one young person to attend the Youth Climate Summit, and to include this young person in their official delegation to the Climate Action Summit to be held on Monday, 23 September 2019. The name and email address of the nominee should be sent to [youthclimatesummit@un.org](mailto:youthclimatesummit@un.org) at the earliest convenience. The nominee will then receive an invitation to register for the Youth Climate Summit.

66. Participation at the Youth Climate Summit is by invitation only and access to the room will only be permitted to one young delegate per Member State, each of whom must be registered in advance of the event. Limited funding may be available for Small Island Developing States and Least Developed Countries on a case-by-case basis.

67. On Saturday, 21 September, a Youth Climate Summit will take place, to be co-organized by the Executive Office of the Secretary-General and the Envoy of the Secretary-General on Youth and opened by the Secretary-General.

68. The provisional agenda with indicative times is as follows:

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Saturday, 21 September

10 a.m.–1 p.m.	Youth Climate Summit
11.30 a.m.–1 p.m.	Parallel meetings of the coalitions
3–6 p.m.	Youth Climate Summit (continued)
	Parallel meetings of the coalitions

Sunday, 22 September

10 a.m.–1 p.m.	Parallel meetings of the coalitions
3–4.30 p.m.	Report of the coalitions to the Secretary-General and family photograph

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69. On Saturday, 21 September, and Sunday, 22 September, the nine multi-stakeholder coalitions will present their work in parallel Summit events co-organized with the Executive Office of the Secretary-General. The multi-stakeholder coalitions will present to the Secretary-General a synthesis of their work in a meeting to be organized in the afternoon of Sunday, 22 September.

70. The following provisional agenda with indicative conference rooms is for Saturday and Sunday:

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 Saturday, 21 September

Trusteeship Council Chamber	Youth Climate Summit
Economic and Social Council Chamber	Indigenous peoples
Conference Room 4	Energy transition
Conference Room 1	Industry transition
Conference Room 2	Youth and nature-based solutions
Conference Room 3	Mitigation strategy
Conference Room 11	Marrakesh partnership
Conference Room 12	Infrastructure, cities and local action
Conference Room 5	Social and political drivers
Conference Room 6	Adaptation and resilience Climate finance and carbon pricing

## Sunday, 22 September

Trusteeship Council Chamber	Energy transition
Economic and Social Council Chamber	Nature-based solutions
Conference Room 4	Mitigation strategy United Nations Framework Convention on Climate Change Coalition presentation to the Secretary-General
Conference Room 1	Infrastructure, cities and local action
Conference Room 2	Social and political drivers
Conference Room 3	Adaptation and resilience
Conference Room 11	Science advisory group
Conference Room 12	Industry transition
Conference Room 5	Climate finance and carbon pricing
Conference Room 6	Indigenous peoples

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71. The Climate Action Summit will take place in the General Assembly Hall on Monday, 23 September. National commitments and initiatives prepared by coalitions will be showcased in the following manner: (a) ambitious and concrete national commitments will be presented by Heads of State or Government; (b) initiatives that demonstrate major shifts towards carbon neutrality by 2050 in the economy or provide credible solutions to lower the financial and social costs of transition in support of enhanced actions by countries will be presented by the coalition, or coalitions, that have prepared them.

72. Each Head of State or Government will have one opportunity to speak on 23 September (national commitment and/or in support of one coalition initiative). Statements will be limited to three minutes for national commitments and six minutes for coalition initiatives.

73. The following provisional agenda with indicative times is for Monday, 23 September:

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10–10.45 a.m.	Opening
10.45 a.m.–1 p.m.	Segment 1: national commitments by leaders and presentation of initiatives prepared by the coalitions
1.15–2.45 p.m.	Leaders' luncheon with private sector and youth
3–6 p.m.	Segment 2: national commitments by leaders and presentation of initiatives prepared by the coalitions
6–6.30 p.m.	Closing

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74. Member States will be invited to register their participation for the Summit and pre-Summit weekend events through the e-deleGATE portal.

75. Further logistical and registration details were provided in writing and at a briefing to Member States held in early September 2019.

## V. Documentation and interpretation

76. At the seventy-fourth session of the General Assembly, limited copies of official documents will be available at the documents distribution counters located inside the General Assembly Hall. For meetings being held in conference rooms, limited copies of official documents will be available at the documents distribution counters inside the conference room. The Department for General Assembly and Conference Management will also provide documents-on-demand services (printing of additional copies of official documents, assistance with access to online services, etc.) through the Documents Assistance Centre (Conference Building, North Lounge, room CB-0264) and at the Documents Counter (Secretariat Building, room S-1B-032).

77. In addition, daily distribution of predetermined quantities of the *Journal of the United Nations* and specified documents issued at Headquarters will be available for collection at the distribution pick-up area, located in room L-1B-100 of the Library Building. Any changes to quantities of documents for distribution to delegations should be submitted at least two working days prior to the effective date and addressed in writing to the Chief of the Meetings Support Section (email: [chiefmss-dgacm@un.org](mailto:chiefmss-dgacm@un.org)).

78. The *Journal of the United Nations*, featuring information on the current day's meetings and on forthcoming meetings, as well as summaries of official meetings held the previous day, is now available in a multilingual digital format, compatible with mobile devices such as smart phones and tablets, at <https://journal.un.org>. In accordance with General Assembly resolutions 71/323 and 72/313, all content related to official meetings is published in the six official languages throughout the year, in accordance with rule 55 of the rules of procedure of the Assembly. In addition to the programme of meetings being held at Headquarters, the digital version also provides a wide array of useful information, including on the list of Chairs of regional groups for each month; signatures and ratifications of multilateral treaties deposited with the Secretary-General; the daily list of documents issued at Headquarters; and other

events organized by permanent and observer missions. Inquiries regarding the *Journal* should be addressed to the Journal Unit (Secretariat Building, 12th floor; email: [journal@un.org](mailto:journal@un.org); telephone: 212 963 3888/212 963 0493).

79. Any additional documentation needed can be retrieved online through the Official Document System (<https://documents.un.org>). Documents are also available through the Department's eSubscription service, at [www.undocs.org](http://www.undocs.org). Delegates can sign up to receive the latest edition of the *Journal* and documents issued daily at Headquarters for viewing directly on their computer or mobile device.

80. Delegations are invited to submit electronic versions of their statements (preferably in PDF format) by email to [papersmart@un.org](mailto:papersmart@un.org) or the email address listed in the *Journal* corresponding to the meeting no later than two hours in advance of delivery. Alternatively, delegations can bring a hard copy (unstapled), for scanning and uploading, to the documents counter located inside the General Assembly Hall or to any conference officers' desk within meeting rooms. The name of the meeting and of the speaker, as well as the agenda item, should be indicated in the subject line of the email and in the heading of the statement. The statements will remain embargoed until their delivery and then posted. Only statements presented during the course of the meeting will be posted.

81. In order to facilitate the provision of interpretation and verbatim reporting services, 20 copies of a statement should be submitted to the receiving area at the documentation desk located at the rear of the General Assembly Hall between 8 and 9 a.m. by a delegation representative in possession of a valid United Nations grounds pass. Access will be through the 46th Street gate, through the screening area, utilizing the west side elevators in the lobby of the General Assembly Building to the second floor. The texts of the statements will be accepted only on the day on which they are to be given. For meetings being held in conference rooms, the 20 copies of the statement should be submitted to the conference officers' desk located in the rear of the conference room.

82. Statements made in any of the six official languages of the General Assembly are interpreted into the other official languages. Speakers are requested to deliver the statement at a speed that is interpretable. While delegations are increasingly given a time frame in which to deliver their statements, they are kindly requested to do so at a normal speed, to enable the interpreters to provide an accurate and complete rendition of their statements. When statements are delivered at a fast pace, the quality of the interpretation may suffer. It is suggested not to exceed the speed of about 100 to 120 words per minute in order to ensure that the statement is delivered at a normal pace.

83. Any speaker may also make a statement in a language other than the official languages. In such cases, in accordance with rule 53 of the rules of procedure of the Assembly, the delegation in question must provide either an interpreter from the non-official language into an official language, or a written text of the statement in one of the official languages, to be read out by a United Nations interpreter. On the basis of the interpretation or the written text that is accepted by the Secretariat as representing the official text of the statement, it will be interpreted into the other official languages by United Nations interpreters. When a written text is provided, the delegation concerned should make available to the interpreter someone who knows the language in which the statement is to be delivered and the official language into which it has been translated, to guide the interpreter through the translated text and to ensure synchronization between the speaker and the interpreter.

84. Detailed arrangements for interpretation from non-official languages, including access by non-United Nations interpreters to the interpreter booths in the General Assembly Hall, must be made in advance through the Meetings Management Section

(telephone: 212 963 7351; email: [gmeets@un.org](mailto:gmeets@un.org)). The interpreter or the guide provided by the delegation should be brought by the delegation to the conference officers' desk in front of the General Assembly Hall 30 minutes prior to the delivery of the statement.

## **VI. Credentials**

85. In accordance with rule 27 of the rules of procedure of the General Assembly, credentials for the seventy-fourth session of the General Assembly must be addressed to the Secretary-General and signed by the Head of the State or Government or the Minister for Foreign Affairs. In accordance with rule 25 of the rules of procedure, the delegation may consist of not more than five representatives and five alternate representatives and as many advisers, technical advisers, experts and persons of similar status as may be required by the delegation. The original hard copy of the credentials should be delivered to the Office of Legal Affairs on the 36th floor of the Secretariat Building (room S-3604, S-3608 or S-3639) not less than one week before the opening of the session. In addition, starting from the seventy-fourth session of the General Assembly, a scanned copy of the credentials, as well as other communications containing the names of representatives to the seventy-fourth session (such as letters and notes verbales from the permanent missions), should be submitted through the new online platform, "e-Credentials", which can be accessed through the e-deleGATE portal (<https://delegate.un.int>).

## **VII. Protocol registration and access arrangements for Member States, observers, intergovernmental organizations, specialized agencies and related organizations**

### **Registration**

86. Registration of official delegations and members of the parties of Heads of State or Government, Vice-Presidents and Crown Princes or Princesses will be carried out by the Protocol and Liaison Service. Missions and offices are required to submit their registration requests by using the existing online e-Registration system, available through the e-deleGATE portal at <https://delegate.un.int>. Delegations wishing to obtain information on the system may refer to the updated "Guidelines on e-Registration" and "Frequently asked questions" sections posted on the Protocol and Liaison Service website (<http://protocol.un.org>). It should be noted that all registration requests, including requests for VIP passes, must be submitted through the e-Registration system. The deadline for submission of accreditation requests is Friday, 13 September 2019.

87. Heads of State or Government, Vice-Presidents, Crown Princes or Princesses and their spouses will be offered VIP passes without photographs. Deputy Prime Ministers, cabinet ministers and their spouses will be provided VIP passes with photographs.

88. The working hours of the registration unit (telephone: 212 963 7181) in the Protocol and Liaison Service in the days prior to and during the high-level meetings and the general debate will be posted on the Protocol and Liaison Service website and at the entry to the Protocol Office not later than 6 September 2019.

### **Access to meeting rooms and restricted areas**

89. Logistical arrangements and arrangements on access to the General Assembly Hall for the Secretary-General's Climate Action Summit on 23 September 2019 will be communicated to missions at a later stage.

90. During the high-level meetings and the general debate of the seventy-fourth session of the General Assembly, from 23 to 30 September 2019, access to the General Assembly Hall and restricted areas will require a regular delegate's pass and a secondary colour-coded access card. The access cards are transferable strictly among members of a delegation only. For that purpose, the Protocol and Liaison Service will proceed as follows:

*Access to the General Assembly Hall for the general debate, from 24 to 30 September 2019, as well as to the second floor of the General Assembly and Conference Buildings*

(a) Every permanent mission will be issued six cards of one colour for access to the General Assembly Hall and four cards of a different colour for access to the second floor of the General Assembly and Conference Buildings;

(b) Each intergovernmental organization will be issued two colour-coded access cards and each specialized agency will be issued one colour-coded access card for access to the General Assembly Hall; in addition, each intergovernmental organization and specialized agency will receive two cards of a different colour for access to the second floor of the General Assembly and Conference Buildings;

(c) The access cards for the General Assembly Hall and the second floor of the General Assembly and Conference Buildings will be valid for the period of the general debate, from 24 to 30 September 2019;

*Access to other conference rooms*

(d) If required, access cards will be issued to representatives of Member States, observers, intergovernmental organizations and specialized agencies participating in other high-level meetings and associated panel discussions for access to various conference rooms during the high-level week from 24 to 30 September 2019.

91. Colour-coded access cards for the high-level meetings and the general debate will be distributed by the Protocol and Liaison Service on Thursday, 19 September 2019, from 10 a.m. to 5 p.m. in Conference Room B. Thereafter, access cards may be collected from the office of the Protocol and Liaison Service in room S-0200 during working hours.

92. During the general debate, seats will be reserved in a VIP area for spouses of the Heads of State or Government, Vice-Presidents and Crown Princes or Princesses participating in the general debate, provided that the Chief of Protocol is notified in advance of their attendance. Priority will be first given to spouses of Heads of State. In addition, depending on availability, a limited number of seats will be reserved for guests of delegations on the fourth floor balcony, and in VIP section A (up to 15 seats) of the General Assembly Hall during the address of the head of delegation at the plenary meeting of the general debate. Access to those areas will require a special courtesy ticket distributed by the Protocol and Liaison Service.

93. To reserve seats in the VIP area for spouses and in those sections reserved for guests of delegations in the General Assembly Hall, permanent missions are required to submit a request by completing an SG.40 form (available at <http://protocol.un.org> under "Registration Processes" then "Forms") specifying the names and titles of all attendees (up to 15) (including, where relevant, the spouse of the dignitary speaking)

to the Chief of Protocol in room S-0200 (fax: 212 963 1921; or email: [unprotocol@un.org](mailto:unprotocol@un.org)) at least one week in advance of the address. The special courtesy tickets will be available for collection one day prior to the address of the head of delegation. Ticket holders to these areas who are not in possession of a United Nations grounds pass must be escorted by a representative of the mission with a valid United Nations grounds pass and enter the United Nations through the 46th Street entrance.

94. All documents, forms and information material on the seventy-fourth session of the General Assembly issued by the Protocol and Liaison Service may be accessed at its website (<http://protocol.un.org>).

## **VIII. Welcoming reception**

95. A welcoming reception will be held in honour of the Heads of State or Government, Vice-Presidents and Crown Princes or Princesses participating in the seventy-fourth session of the General Assembly, from 8 to 8.50 a.m. on Tuesday, 24 September 2019, in the Indonesian Lounge on the second floor of the General Assembly Building.

## **IX. State luncheon**

96. The Secretary-General will host a luncheon (without spouses) in honour of Heads of State or Government, Vice-Presidents and Crown Princes or Princesses participating in the seventy-fourth session of the General Assembly. Heads of delegation at a level other than Head of State or Government will also be invited. The luncheon will be held at 1.15 p.m. on Tuesday, 24 September 2019, in the North Delegates Lounge of the Conference Building.

## **X. Joint briefing**

97. There will be a joint briefing by the Department for General Assembly and Conference Management, the Department of Safety and Security, the Department of Global Communications and the Office of Legal Affairs for delegations on Monday, 9 September 2019, at 3 p.m. in Conference Room 1. Permanent missions and observer missions are strongly encouraged to be present at the briefing.

## **XI. Security arrangements**

### **General considerations**

98. The Headquarters complex will be closed to the public from 5.30 p.m. on Friday, 20 September 2019, until the close of business on Tuesday, 1 October 2019. During that time, guided tours will be suspended.

99. Access to the United Nations complex during the high-level meetings will be restricted to delegates and their staff; staff members of the United Nations Secretariat and of the funds, programmes and agencies of the United Nations system; accredited media; and affiliates who have been issued a United Nations grounds pass.

100. Members of civil society and non-governmental organizations who are invited to attend the high-level meetings or other events will be required to be in possession of government-issued identification and a special event ticket (indicating a specific meeting, date and time) at all times. The issuance of special event tickets is the responsibility of the United Nations sponsoring office and/or permanent mission.

Non-United Nations guests will require a sponsoring office or delegation staff member escort from the access point on Second Avenue and 46th Street to the meeting or event location.

101. For all government delegations (Member States or observers), grounds passes will be issued at the office of the Pass and Identification Unit, located at 320 East 45th Street. For grounds passes for national security officers accompanying Heads of State or Government, contact Captain Paul Jankowsky, Special Services Unit (telephone: 212 963 7531). See the annex for a sample of the grounds pass request form for security staff.

102. It should be noted that access to the United Nations will be denied to anyone who is not in the above-listed categories and who is not in possession of a valid grounds pass or special event ticket. To avoid last-minute difficulties, all Governments are requested to ensure the proper accreditation of their delegations.

103. Questions or concerns should be directed to Kevin O Hanlon, Officer-in-Charge, United Nations Headquarters, Security and Safety Service, by contacting the Security Event Planning Unit (Captain Charlene Wilson, telephone: 212 963 2867), or through Inspector Albert Lyttle (212 963 9346) or Inspector Paula Goncalves (212 963 3694).

#### **Access to the United Nations Headquarters complex**

104. The opening hours of the pedestrian entrances are as follows:

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42nd Street and First Avenue:	Open 24 hours
46th Street and First Avenue:	6 a.m. to close of business
47th Street and First Avenue:	6 a.m. to close of business (media exclusive entrance)

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105. Please be aware that all packages brought onto the premises by all categories of persons, including delegates and staff, will be subject to security inspection.

106. Prior arrangements are required to be made through notification to the Security Operations Centre at extension 3-6666 for after-hours access to the premises by the press and affiliates.

#### **No pedestrian access through the delegates' entrance**

107. During the seventy-fourth session, the delegates' pedestrian entrance gate, located at 45th Street and First Avenue, will be closed owing to motorcade activity. Therefore, the gate positioned to the south of the 46th Street and First Avenue entrance will be reserved for the use of high-level VIPs, delegations issued Protocol grounds passes, permanent representatives to the United Nations, heads of delegation and senior United Nations staff who are in possession of gold-coloured grounds passes, in order to access the delegates' entrance.

#### **Pass and identification office: issuance of grounds passes**

108. In preparation for the seventy-fourth session of the General Assembly, the Pass and Identification Unit, located on the ground floor of the FF Building at 320 East 45th Street, will be open to staff members and members of delegations.

109. Temporary passes for non-governmental organizations will not be issued from 9 September 2019 until the end of the general debate on 1 October 2019. Any non-governmental organization invited to attend meetings or events during the high-

level period will be issued special event tickets by the sponsoring United Nations office or Member State.

110. The days and hours of operation of the office will be as follows:

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Saturday and Sunday, 14 and 15 September	9 a.m. to 5 p.m.
Monday to Thursday, 16 to 19 September	7.30 a.m. to 6 p.m.
Friday, 20 September	7.30 a.m. to 6 p.m.
Saturday and Sunday, 21 and 22 September	10 a.m. to 6 p.m.
Monday to Friday, 23 to 27 September	8 a.m. to 6 p.m.
Saturday, 28 September	9 a.m. to 2 p.m.
Sunday, 29 September	Closed
Monday, 30 September	8.30 a.m. to 4 p.m.
Tuesday, 1 October	8.30 a.m. to 4 p.m.

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#### **Access to restricted areas**

111. In accordance with the established procedures, it should be noted that the second floor of the General Assembly Building is reserved for members of delegations and staff who are conducting official business. In all cases, valid United Nations grounds passes will be required. Owing to the space constraints on the second floor of the General Assembly Building, members of delegations are requested not to congregate within that area and instead to utilize the second floor of the Conference Building.

112. Members of non-governmental organizations are not allowed access to the restricted areas; their access to meetings at Headquarters will be honoured upon verification of a valid special event ticket issued for the current day's meeting(s).

#### **Escorted motorcade drop-off**

113. Escorted motorcades will be authorized to enter United Nations premises at the 43rd Street and First Avenue vehicular entrance and drop off their passengers at the delegates' arrival tent. Thereafter, they will be required to exit the premises through the 45th Street and First Avenue gate. All escorted motorcade movements on the premises will be established by the Security and Safety Service and coordinated in conjunction with the host country.

#### **Unescorted motorcade drop-off**

114. Unescorted vehicles will be allowed to drop off passengers at the 46th Street and First Avenue crosswalk. A valid grounds pass and an authorized United Nations e-Tag (issued by the Garage Administration and labelled "UNGA74") will be required for presentation at the 46th Street and Second Avenue vehicle checkpoint prior to access being granted.

#### **Traffic in the Secretariat Circle and through the 43rd Street gate**

115. The very limited operating space in the Secretariat Circle and delegates roadway areas requires strict controls in respect of access to those areas, in order to ensure safety and to avoid undue obstructions and delays of delegation vehicles and the motorcades of high-level government officials.

116. Vehicular access to the premises through the gate at First Avenue and 43rd Street is therefore restricted to host country law enforcement-escorted motorcades.

117. The regular traffic pattern permitting authorized vehicles to exit the Secretariat Circle through the 45th Street gate from 9 a.m. to 7 p.m. on weekdays will resume on Wednesday, 2 October 2019.

### **Parking**

118. For the duration of the high-level meetings and general debate, vehicles will be permitted access to enter the garage through the 48th Street entrance and depart through the 42nd Street exit, which will be operational on a 24-hour basis. Please note that this is a change from the normal procedures for garage entry into Headquarters. Traffic lanes within the third basement service drive and roadways in the garage must be kept free of stationary vehicles at all times. Vehicles left in that area will be subject to towing.

119. All vehicles entering the Headquarters premises will be subject to search. Thus, it is highly recommended that members limit the contents inside their vehicles in order to expedite the physical security clearances.

120. Bicycles and other non-motorized means of transport into Headquarters premises will not be permitted.

## **XII. Arrangements for meetings**

### **Facilities**

121. For bilateral meetings, a limited number of temporary booths, with a maximum capacity of eight participants, will be available in the General Assembly Building.

### **Reservation system**

122. An electronic reservation system will be activated through gMeets (<https://icms.un.org/gMeets>) on 9 September 2019 in order to provide for the equitable and efficient use of the facilities. Delegations are requested to submit reservations electronically through gMeets by accessing <https://icms.un.org/gMeets>, logging in with the username and password of their permanent mission and clicking on the “Bilateral” tab. The date and time of the bilateral meeting and the name of the other delegation participating in the meeting should be specified in the request. Reservations will be accepted for periods of 20 minutes in duration, on the hour and half hour. To prevent double bookings, only the delegations initiating the bilateral meeting(s) should submit the request.

123. Information about booth assignments will be provided one day prior to the meeting. Depending on the programme, every effort will be made to keep a delegation’s consecutive appointments in the same booth. Late requests will be accepted until 6 p.m. on the day prior to the meeting, and every effort will be made to assign a booth on the basis of the availability of space at that time. Delegations requiring further information regarding bilateral meeting requests should send their questions or enquiries to [bilats-msu@un.org](mailto:bilats-msu@un.org).

## **XIII. 2019 treaty event**

124. The Secretary-General, in a letter dated 5 April 2019 addressed to Heads of State or Government, invited States to consider signing and ratifying or acceding to

multilateral treaties deposited with him during the general debate of the seventy-fourth session of the General Assembly.

125. The treaty event will be held from 24 to 27 September 2019 in the treaty signing area on the ground floor of the General Assembly Building. Appointments for signature, ratification or accession should be arranged well in advance with the Treaty Section of the Office of Legal Affairs (telephone: 212 963 5047). States intending to ratify or accede to a treaty deposited with the Secretary-General must submit copies of their instruments to the Treaty Section for review, preferably by 6 September 2019. It should be noted that Heads of State or Government and Ministers for Foreign Affairs do not require full powers to sign. Copies of instruments and full powers may be sent to the Treaty Section (fax: 212 963 3693).

126. Information relating to the treaty event, including the letter of invitation from the Secretary-General to Heads of State and Government, a list of multilateral treaties to be highlighted at the treaty event, a list of all multilateral treaties deposited with the Secretary-General and procedural information provided by the Under-Secretary-General for Legal Affairs and United Nations Legal Counsel to permanent representatives in New York can be obtained from the United Nations Treaty Collection website (<https://treaties.un.org>).

127. In addition to the Head of State or Government or Minister for Foreign Affairs, two individuals per delegation will be permitted to attend the event. It should be noted that it is the responsibility of the delegation to escort the representative who will be undertaking the relevant treaty action to the venue 5 to 10 minutes prior to the scheduled appointment. A protocol officer will greet and escort dignitaries (Head of State or Government, Vice-President, Crown Prince or Princess) from the escalators in the main hall.

128. It should also be noted that, in order to gain access to the premises during the 2019 treaty event, national media must have previously obtained proper media accreditation from the Media Accreditation and Liaison Unit.

129. Each delegation should designate an individual as a contact person for the purposes of the treaty event.

#### **XIV. Media access arrangements and services**

130. Media representatives with a valid United Nations grounds pass will be allowed to cover the general debate and other high-level meetings without additional accreditation. Some meetings may require a special-event ticket in addition to their accreditation in order to obtain a seat in the room.

131. Accreditation of media representatives accompanying the delegation, including journalists and official photographers and videographers, will be carried out by the Media Accreditation and Liaison Unit. Missions/offices are required to submit their media accreditation requests by using the e-Registration system, available through the e-deleGATE portal at <https://delegate.un.int>. Requests should be submitted no later than Friday, 13 September 2019 to ensure timely processing. Government press/information officers should not be accredited as members of the media, unless their role is to take photos or videos. For more information, contact the Media Accreditation and Liaison Unit (email: [malu@un.org](mailto:malu@un.org); telephone: 212 963 6934).

132. Media representatives who wish to apply for accreditation independently must fill out the public online form and upload a request on the letterhead of the media organization. The deadline for general media applying independently for accreditation was 2 September 2019. Additional information regarding media accreditation and

arrangements during the seventy-fourth session of the General Assembly can be found at [www.un.org/en/media/accreditation/unga.shtml](http://www.un.org/en/media/accreditation/unga.shtml).

#### **Location and hours of operation for media accreditation**

133. Media representatives can pick up their accreditation badges from 17 to 20 September at the Pass and Identification Unit, 320 East 45th Street, and starting on 22 September at the Visitors Centre, UNITAR Building, 801 First Avenue (corner of 45th Street and First Avenue).

134. The hours for media accreditation will be as follows:

Pass and Identification Unit, 320 East 45th Street	Tuesday to Friday, 17 to 20 September	9 a.m. to 4 p.m.
Pass and Identification Unit, 320 East 45th Street	Saturday, 21 September	10 a.m. to 4 p.m.
UNITAR Building, 801 First Avenue	Monday, 23 September	7 a.m. to 6 p.m.
UNITAR Building, 801 First Avenue	Tuesday, 24 September	7 a.m. to 6 p.m.
UNITAR Building, 801 First Avenue	Wednesday and Thursday, 25 and 26 September	8 a.m. to 6 p.m.
UNITAR Building, 801 First Avenue	Friday, 27 September	8 a.m. to 6 p.m.

135. All media representatives must clearly display their United Nations grounds passes at all times.

#### **Entry and screening procedures**

136. The designated media entrance, for both resident correspondents with equipment and non-resident correspondents with or without equipment, is located at 47th Street and First Avenue, where they and their equipment will be subject to security screening. All media representatives will be required to present a valid United Nations grounds pass to the United Nations security officers at the gate.

137. Members of the media must be escorted by the Media Accreditation and Liaison Unit at all times in the restricted areas. Escort to media booths is available from the Media Accreditation and Liaison Unit (S-0250) and the ad hoc liaison desks in the Conference Building. Access to the Secretariat and Conference Buildings is near the satellite dish. Media representatives can reach the Liaison desk on the third floor of the General Assembly Building by using the ramp located on the east side of the General Assembly Building.

138. Members of the media are advised to arrive early to allow sufficient time for screening. Last-minute arrivals will encounter delays, in particular when First Avenue is closed for motorcades.

#### **Media Centre and other facilities**

139. A temporary Media Centre will be located on the North Lawn. Media representatives are requested to bring their own cables to connect to the live video feed for recording.

140. Members of the media can request documents, statements and press releases from the Media Documents Centre, located in room S-0219, or by emailing [mdc@un.org](mailto:mdc@un.org).

141. A list of open meetings, press briefings and conferences, and other outreach activities at Headquarters will be posted daily at <https://www.un.org/en/media/accreditation/alert.shtml>.

142. The “SDG Media Zone” will be located on the Visitor’s Plaza from 24 to 28 September and will feature live interviews, panel discussions and other digital content to highlight the initiatives that the global community is taking to achieve the Sustainable Development Goals. Bringing together well-known personalities and Member States, along with content creators, influencers and media partners, the SDG Media Zone will provide a dynamic space for strengthening the commitment of the international community in support of the 2030 Agenda for Sustainable Development. More information can be found at [www.un.org/sdgmediazone/](http://www.un.org/sdgmediazone/) or by contacting [palanivelu@un.org](mailto:palanivelu@un.org).

#### **Media tickets to meetings and events**

143. A limited number of tickets will be available for the press gallery of the General Assembly Hall and other meetings that require secondary event tickets. Media liaison desk staff will distribute tickets on a first-come, first-served basis 30 minutes before the meetings. Delegations that are organizing meetings should notify the Media Accreditation and Liaison Unit regarding whether media can attend and allocate press tickets accordingly.

#### **General Debate coverage**

144. Official and national photographers and television crews will have an opportunity to cover the statement of their Head of State or Government or head of delegation on a rotating basis from the press booths surrounding the General Assembly Hall. Owing to space limitations, they may not be able to remain in the booth to cover other speeches.

145. A limited number of still photographers, escorted by Media Accreditation and Liaison Unit staff, will also be allowed to take photographs from the bridge at the back of the General Assembly Hall during statements. These operations will be coordinated by the Unit officers accompanying the media.

#### **Coverage of bilateral meetings**

146. Photo opportunities may be available for bilateral meetings. Media representatives interested in covering the meetings will need to contact the relevant delegations to obtain permission to attend. Delegates will be provided secondary passes to escort their media to the designated bilateral booths only.

147. Photo and video operators interested in covering bilateral meetings with the Secretary-General must be at the Media Accreditation and Liaison Unit office (S-250) at least 30 minutes ahead of the meeting time. For some events, such as bilateral meetings in GA-200 and the Heads of State luncheon, select media will have to provide pooled coverage due to space limitations.

#### **United Nations audiovisual materials**

148. Photographs in digital format (JPG) will be available for download free of charge on the United Nations photo website (<https://www.unmultimedia.org/photo/>). Photo enquiries and requests should be addressed to the United Nations Photo Library, Secretariat Building, 11th floor (telephone: 212 963 0034; email: [photolibrary@un.org](mailto:photolibrary@un.org)).

149. Digital files of speeches delivered during the general debate and Security Council meetings can be downloaded from the United Nations Audiovisual Library website ([www.unmultimedia.org/avlibrary/](http://www.unmultimedia.org/avlibrary/)) in MPEG-4 (H.264) format free of

charge. Delegations may request high-resolution broadcast-quality video files, such as MOV files, through the Audiovisual Library (telephone: 212 963 0656; email: [avlibrary@un.org](mailto:avlibrary@un.org)). Delegations may also request digital copies of other meetings through the Audiovisual Library, subject to availability. Digital files that have been ordered in advance will generally be available on the same day. Requests received after events will be made available as soon as possible. All requests will be serviced in the order in which they are received.

150. Audio files of speeches in digital format (MP3) will also be available for download free of charge from the United Nations Audiovisual Library website. Audio enquiries and requests should also be addressed to the United Nations Audiovisual Library.

151. Live television feeds will be available through commercial carriers (see [www.un.org/en/media/accreditation/pdf/UNTV\\_Transmission\\_Guide.pdf](http://www.un.org/en/media/accreditation/pdf/UNTV_Transmission_Guide.pdf)). For more information, contact United Nations Television (telephone: 212 963 7650, 212 963 7667 or 212 963 9399; email: [redi@un.org](mailto:redi@un.org); [woodie@un.org](mailto:woodie@un.org); [kasper@un.org](mailto:kasper@un.org)).

152. Only pool television production services will be available from United Nations Television. Broadcasters interested in gaining access to United Nations Television live coverage of the high-level meetings and the general debate should call 212 963 7650. United Nations television studios will not be available during the general debate. A detailed schedule of live and photo-op camera coverage will be emailed to broadcast clients in advance of the high-level meetings.

153. Statements in the original language of delivery will be available on the paper-smart services portal (<http://papersmart.unmeetings.org>). Special requests for a recording of the interpretation in one of the six official languages should be made in advance; the availability of such recordings is subject to the limitations of recording facilities.

154. The United Nations webcast service will provide daily live and on-demand streaming coverage of the high-level meetings and the general debate through the following platforms:

- United Nations Web TV website ([webtv.un.org](http://webtv.un.org)) – live in all six official languages, plus the original language of the speaker
- United Nations channel on YouTube ([youtube.com/unitednations](http://youtube.com/unitednations)) – in English
- Facebook ([facebook.com/UNWebTV](http://facebook.com/UNWebTV)) – in English
- Twitter ([twitter.com/UNWebTV](http://twitter.com/UNWebTV)) – in English

Video recordings of each speaker at the general debate will be posted in English and the original language of the speaker on the United Nations Web TV website for on-demand access. Additional webcast coverage will include press conferences, media stake-outs and other meetings and events. Queries about webcast coverage should be directed to the United Nations webcast service (telephone: 212 963 6733; email: [damianou@un.org](mailto:damianou@un.org) or [justin@un.org](mailto:justin@un.org)).

155. Very limited radio studio facilities will be provided to delegates and accredited journalists, when available, during the general debate. There will be charges to cover any additional contractor costs for after-hours use. For radio studio availability and cost estimates, contact the Broadcast and Conference Support Section (email: [request-for-services@un.org](mailto:request-for-services@un.org); telephone: 212 963 9485).

#### **Internet and social media**

156. The United Nations website ([www.un.org](http://www.un.org)) will provide, through a dedicated portal web page (<http://gadebate.un.org>), links to live and on-demand coverage of the

General Assembly meetings, conferences, press briefings and events. Any queries about the web page should be directed to Peter Dawkins, Chief of the Web Services Section (telephone: 212 963 6974; email: [dawkins@un.org](mailto:dawkins@un.org)).

157. The Meetings Coverage Section, through its portal websites (English: [www.un.org/press/en](http://www.un.org/press/en); and French: [www.un.org/press/fr](http://www.un.org/press/fr)), will provide coverage of the General Assembly plenary and high-level meetings, as well as press conferences, in both English and French. Copies of press releases will also be available on demand, from the Media Documents Centre.

158. The United Nations News website ([news.un.org/en](http://news.un.org/en)) serves as the main portal for United Nations news and will be continuously updated in the six official languages as well as Hindi, Kiswahili and Portuguese. It will provide a wide array of links to source materials, including press releases, selected reports and statements of the Secretary-General and the President of the General Assembly. A feed will provide up-to-date news about the work of the General Assembly in all official languages. Readers will also be able to follow stories on Facebook and Twitter and subscribe to a free email news alert service that will bring stories on the latest United Nations developments straight to their mailboxes or desktops.

159. Two free smartphone applications are available to enable delegations and the media to follow the proceedings on their mobile phones. The United Nations News Reader app (for Android and iOS devices in the six official languages, as well as Hindi, Kiswahili and Portuguese) provides constantly updated multimedia stories from the United Nations News platforms. You can also watch meetings live and link to the Spokesperson's Daily Press briefing, as well as get news alerts. United Nations Audio Channels (for iOS and Android devices in the six official languages, as well as Kiswahili and Portuguese, provide live audio from the General Assembly Hall and the Security Council Chamber, in addition to United Nations News audio programmes in those eight languages.

160. Regular social media updates will be posted to the flagship accounts managed by the Department of Global Communications, which are listed at [www.un.org/social](http://www.un.org/social). Heads of delegations are invited to visit the VIP Social Media Studio, located under the ceremonial stairs in the Visitors' Lobby, to participate in activities on the United Nations social media platforms. Member States are also encouraged to post social media updates using the hashtag #UNGA. Questions about social media coverage may be directed to the Social Media Section (telephone: 646 708 3312; email: [scaddan@un.org](mailto:scaddan@un.org)).

### **Briefings and press conferences**

161. Daily briefings for the media will be given by the Spokesperson for the Secretary-General at noon in room S-0237. Press conferences by senior United Nations officials, delegations and the permanent missions will be held in the same room, unless otherwise indicated. The list of press conferences will be announced daily by the Office of the Spokesperson for the Secretary-General. It will also be available on the website of the Media Accreditation and Liaison Unit (<https://www.un.org/en/media/accreditation/alert.shtml>) and on Twitter (@UNMediaLiaison).

162. Delegations can book press conferences by calling the Office of the Spokesperson for the Secretary-General (telephone: 212 963 7707, 212 963 7160 or 212 963 7161).

163. Briefings and press conferences are open only to members of the media.

## **XV. Access to representatives of non-governmental organizations**

164. From 9 September 2019, no *new* temporary passes will be approved for representatives of non-governmental organizations (NGOs) for the duration of the high-level week of the General Assembly. Access to United Nations premises will be granted with valid United Nations grounds passes until 19 September 2019. From 20 September to 1 October 2019, the use of annual and temporary grounds passes for NGOs in consultative status with the Economic and Social Council to enter the United Nations Headquarters complex will be suspended during this period.

165. A limited number of special passes for the General Assembly will be distributed daily from 24 September to 1 October by the NGO Branch of the Department of Economic and Social Affairs on a first-come, first-served basis at the corner of Second Avenue and 46th Street from 9 to 10 a.m. and from 2 to 3 p.m. for participation on the same day. Owing to the limited number of passes available, and in order to provide equal opportunity to all NGOs in consultative status to attend the sessions, special half-day passes will be distributed to one representative from each NGO to attend either the morning session or the afternoon session of the general debate, but not both. In other words, NGOs participating in the morning session cannot participate in the afternoon session.

166. If representatives from NGOs register for specific events and are approved to participate, they will be issued name-specific special passes for those events by the Department of Safety and Security, for distribution by the event organizers. The usual procedures for United Nations grounds passes will be reinstated as of 2 October.

## **XVI. Medical services**

167. The United Nations Headquarters medical clinic will operate a walk-in service from 9 a.m. to 5 p.m. on weekdays for the duration of the seventy-fourth session of the General Assembly. The clinic is located on the fifth floor of the Secretariat Building (telephone: 212 963 7080). Weekend or evening medical support in the clinic will depend on demand and the meeting schedule.

168. During the high-level meetings, an immediate medical response capability will operate from within the General Assembly Building or from the Conference Building and will include support by on-site New York City ambulances and staff. For all other periods, immediate response will be provided from the Headquarters medical clinic in the Secretariat Building.

169. Physicians travelling with Heads of State or Government should contact the Senior Medical Officer, Occupational Safety and Health, Dr. Mike Rowell (telephone: 917 367 8506; email: [rowell@un.org](mailto:rowell@un.org)) if they have special requirements or if they wish to view the medical facilities and support capacity available.

## **XVII. Host country liaison**

170. All enquiries concerning host country matters should be directed to James Donovan at the United States Mission to the United Nations during regular business hours (telephone: 212 415 4300; after hours, 212 415 4444, 646 510 0008).

## **XVIII. Additional information and briefing sessions**

171. Additional information will be issued if the need arises to update and expand the information contained in the present note. In addition, question-and-answer sessions for interested delegations may be arranged in the weeks leading up to the high-level meetings and the general debate.

172. In the lead-up to the high-level meetings, the following information documents will be issued:

- Note verbale from the Protocol and Liaison Service on protocol/accreditation arrangements
- Press kit for the seventy-fourth session of the General Assembly
- Delegates' handbook
- Information circular for the media

## **XIX. Sustainability**

173. The United Nations is taking a number of measures to minimize its environmental impact and maximize social, economic and environmental sustainability. All participants are encouraged to contribute to sustainability efforts.

174. Waste management is a particular concern and the United Nations is determined to reduce and dispose of its waste sustainably. To this end, in June 2019 United Nations Headquarters implemented measures to eliminate single-use plastics from the complex to reduce the impact of plastic pollution. Event organizers are also requested to follow these new measures for events organized at United Nations Headquarters. Participants are urged to comply with relevant procedures and waste separation signage. More information is available at <http://greeningtheblue.org/unhq>, and questions can be directed to [Greeningunhq@un.org](mailto:Greeningunhq@un.org). Participants are also encouraged to bring reusable bottles/mugs and avoid disposable cups and plastic water bottles. Customers at the United Nations dining facilities receive a loyalty card for a free coffee after the tenth cup when they bring their own containers as part of the “Bring your own mug” programme. The locations of water fountains are marked on the building directories available throughout the campus.

175. Participants are encouraged to minimize paper consumption. A limited number of hard copies of documents will be available at the documents distribution counters located inside the General Assembly Hall. Participants are urged to use portable devices as the main way to access documentation, including the daily *Journal of the United Nations*, to limit demand for printed materials and reduce paper consumption. Participants are also encouraged to distribute non-official documentation electronically.

176. In accordance with paragraphs 68 and 69 above, a number of online services are made available for the benefit of delegations. Participants should consider electronic access through the platforms mentioned in paragraph 68 before printing documents.

177. Transportation generally has the highest carbon footprint for conferences. Participants are urged to identify and minimize greenhouse gas emissions relating to their travel and participation in meeting activities. A helpful resource is the Carbon Emission Calculator of the International Civil Aviation Organization (<https://www.icao.int/ENVIRONMENTAL-PROTECTION/CarbonOffset/Pages/default.aspx>). In New York City, public transportation is one of the best ways to get around. If long-distance travel is unavoidable, participants could consider offsetting greenhouse gas emissions through reduction measures elsewhere. The secretariat of the United Nations Framework Convention on

Climate Change has made available a platform for certified reduction measures (<https://offset.climateutralnow.org>).

178. Participants are also encouraged to consider their carbon footprint also when selecting accommodation. In particular, implementation of energy efficiency measures, compliance with green building standards and usage of renewable energy sources by the accommodation selected could help to reduce the carbon footprint.

## **XX. Accessibility: arrangements for persons with disabilities**

179. Delegations are requested to inform the Secretariat of the accessibility requirements of delegates in order to facilitate participation in meetings. Upon request, adjustments can be made to seating arrangements with a view to enabling the participation of persons with disabilities, in accordance with paragraphs 33 and 34 of General Assembly resolution 73/341. For individual requests, please contact the Meetings Support Section of the Department for General Assembly and Conference Management (email: [prepwork@un.org](mailto:prepwork@un.org); telephone: 212 963 7349).

180. The United Nations Accessibility Centre offers assistive information and communications technology to support those with auditory, visual or physical impairments. The assistive devices are available on-site or as a loan to participants with disabilities. The Accessibility Centre is located in the Conference Building (level 1B, by the Secretariat Building escalators). For more information, please visit [www.un.org/accessibilitycentre/](http://www.un.org/accessibilitycentre/).

181. A limited amount of printing on demand in Braille is available through the Accessibility Centre with prior notice.

## **XXI. Focal points for arrangements related to the high-level meetings**

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General Assembly Affairs	Ruth de Miranda Telephone: 212 963 0725
	Kenji Nakano Telephone: 212 963 2336
Protocol	Beatrix Kania Telephone: 917 367 6166
	Nicole Bresson-Ondieki Telephone: 917 367 4320 Fax: 212 963 1921
	Delegation registration and access Wai-Tak Chua Telephone: 212 963 7181
	Rommel Maranan Telephone: 212 963 7181 Fax: 212 963 1921

	For e-Registration technical issues: Information and communications technology help desk Telephone: 212 963 5033 Email: <a href="mailto:help-desk@un.org">help-desk@un.org</a>
Documents Management Section	Masud Rana Telephone: 917 367 2141 Email: <a href="mailto:rana@un.org">rana@un.org</a>  Manuel Abraham Telephone: 917 367 5793 Email: <a href="mailto:dms@un.org">dms@un.org</a>
Meetings Management	Xin Tong-Maywald Telephone: 212 963 0883 Email: <a href="mailto:tongx@un.org">tongx@un.org</a>
Interpretation services	Sergey Kochetkov Telephone: 212 963 8233 Email: <a href="mailto:kochetkov@un.org">kochetkov@un.org</a>
Meetings support and logistic	Narendra Nandoe Telephone: 212 963 1807  Cristina Schulz-Langendorf Telephone: 917 367 9199  Bilateral meetings reservations: Email: <a href="mailto:bilats-msu@un.org">bilats-msu@un.org</a> Telephone: 212 963 9252 <a href="https://icms.un.org/uc/">https://icms.un.org/uc/</a>  Statements submission and Paper-smart services Email: <a href="mailto:papersmart@un.org">papersmart@un.org</a> Telephone: 212 963 7349
Security	Kevin O Hanlon Telephone: 917 367 4359 Email: <a href="mailto:kevin.ohanlon@un.org">kevin.ohanlon@un.org</a>  Inspector Albert Lyttle Telephone: 212 963 9346 Email: <a href="mailto:lyttle@un.org">lyttle@un.org</a>  Inspector Paula Goncalves (Special Services Unit) Telephone: 212 963 7531 Fax: 212 963 1833 Email: <a href="mailto:security-unhq-specialservices@un.org">security-unhq-specialservices@un.org</a>  Captain Charlene Wilson (Security Event Planning Unit) Telephone: 212 963 2867 Fax: 917 367 7032 Email: <a href="mailto:wilson16@un.org">wilson16@un.org</a>

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	Sergeant Gabriel Nastasescu (Security Event Planning Unit) Telephone: 212 963 0174 Email: <a href="mailto:nastasescu@un.org">nastasescu@un.org</a>
Media	George Ngwa (Meetings Coverage) Telephone: 212 963 5850  Tal Mekel (Accreditation) Telephone: 212 963 1504 Fax: 212 963 4642  David Woodie (Broadcast and United Nations Television) Telephone: 212 963 9399  Peter Dawkins (United Nations website) Telephone: 212 963 6974 Email: <a href="mailto:dawkins@un.org">dawkins@un.org</a>  Jamille McCord (Press conferences) Telephone: 212 963 7707 Email: <a href="mailto:mccord@un.org">mccord@un.org</a>
Facilities and Commercial Activities Service	Andrew Nye Telephone: 212 963 7453 Email: <a href="mailto:nye@un.org">nye@un.org</a>
Broadcast and Conference Support Section	Patrick Morrison Telephone: 212 963 0407 Email: <a href="mailto:morrisonp@un.org">morrisonp@un.org</a>
Medical	Dr. Mike Rowell Telephone: 212 963 6764 Email: <a href="mailto:rowell@un.org">rowell@un.org</a>  Nursing Officer, Sue Ellen Kovack Telephone: 212 963 3549 Email: <a href="mailto:kovack@un.org">kovack@un.org</a>
Non-Governmental Organizations Branch (Office of Intergovernmental Support and Coordination for Sustainable Development, Department of Economic and Social Affairs)	Marc-Andre Dorel Email: <a href="mailto:dorel@un.org">dorel@un.org</a>  Nahleen Ahmed Email: <a href="mailto:ahmed36@un.org">ahmed36@un.org</a>
Major groups and other stakeholders (Office of Intergovernmental Support and Coordination for Sustainable Development, Department of Economic and Social Affairs)	Irena Zubcevic Email: <a href="mailto:zubcevic@un.org">zubcevic@un.org</a>  Gwilym Roberts-Harry <a href="mailto:tomos.roberts-harry@un.org">tomos.roberts-harry@un.org</a>
Host country	James Donovan Telephone: 212 415 4300 (after hours: 212 415 4444, 646 510 0008) Email: <a href="mailto:donovanjb@state.gov">donovanjb@state.gov</a>

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**Annex**

**Request for grounds pass**



**Request for grounds pass — security staff**

Issuance \_\_\_\_\_ Renewal \_\_\_\_\_ Duplicate \_\_\_\_\_

Name: \_\_\_\_\_

Country/agency: \_\_\_\_\_

Protectee: \_\_\_\_\_

\_\_\_\_\_ Official seal \_\_\_\_\_ Date \_\_\_\_\_ Authorized signature

\_\_\_\_\_ Print name

*(To be completed by the Special Services Unit)*

Code/weapon: UA A \_\_\_\_\_

*(Must obtain prior approval from the Chief of Security and Safety Service)*

Expiration date: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Proof of identification (must be presented at the pass and identification office) \_\_\_\_\_

\_\_\_\_\_