
Working group on further strengthening the review process of the Treaty on the Non-Proliferation of Nuclear Weapons

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English only

First session

Vienna, 24–28 July 2023

Information for non-governmental organizations

Summary

The present document provides preliminary information for non-governmental organization participants at the first session of the working group on further strengthening the review process of the Treaty on the Non-Proliferation of Nuclear Weapons. Additional information that takes into account future decisions made by States parties may necessitate updates to the information contained in the document. Documentation and other information will be posted, as it becomes available, on the website of the working group (<https://meetings.unoda.org/npt-/treaty-on-the-non-proliferation-of-nuclear-weapons-working-group-on-further-strengthening-the-review-process-2023>).



I. Dates and venue

1. The meetings of the working group on further strengthening the review process of the Treaty on the Non-Proliferation of Nuclear Weapons will be held in Vienna from 24 to 28 July 2023.
2. The opening meeting will begin at 10 a.m. on Monday, 24 July, and will be held in the M-Plenary Conference Room (M-Building, first floor) at the Vienna International Centre.

II. Provisions for the attendance of non-governmental organizations

3. Based on the practice of the preparatory committees, and on the relevant rules of procedure of the tenth Review Conference of the Parties to the Treaty on the Non-Proliferation of Nuclear Weapon, under which the working group will operate and which will be applied mutatis mutandis, representatives of non-governmental organizations (NGOs) shall be allowed, upon request, to attend the meetings of the working group other than those designated closed, to be seated in the public gallery, to receive documents of the working group and, at their own expense, to make written material available to the participants in the working group. Consistent with past practice and the Final Document of the 2000 Review Conference, the working group may also allocate a meeting for NGOs to address the working group.

III. Restrictions related to the coronavirus disease pandemic

4. As of 1 March 2023, there are no restrictions related to the coronavirus disease (COVID-19) pandemic in place in the host country and host city. Participants are strongly encouraged to consult official Austrian sources for any restrictions that may be in place, including those that apply to travellers entering Austria, at the following webpage: <https://www.austria.info/en/service-and-facts/coronavirus-information>.
5. All participants, including vaccinated participants, are encouraged to take all feasible precautions to ensure the safe conduct of the meetings of the working group. Participants are also asked not to attend the meetings if they feel ill or have respiratory or other symptoms.

IV. Practical arrangements for accreditation, registration and issuance of grounds passes

Accreditation

6. All requests for accreditation must be submitted to the United Nations Office for Disarmament Affairs no later than 2 June 2023, using the online form (<https://forms.microsoft.com/e/3Cjku4D3NA>). In addition, NGOs must submit to Diane Barnes (diane.barnes@un.org) a separate, written accreditation request on the official letterhead of the organization, listing the full names and titles of the representatives who will attend. A single letter can be used to request accreditation for the working group and the Preparatory Committee for the 2026 Review Conference. NGOs that have not attended a meeting of the Non-Proliferation Treaty in the past should indicate previous interactions between the organization and the United Nations in relation to nuclear disarmament and non-proliferation issues. A mission statement or summary of work of the organization should be provided.

7. NGOs that have requested accreditation as stated above will be informed by the Office for Disarmament Affairs by email by 16 June 2023 of the outcome of their request. It is important to bear in mind that individuals requesting accreditation, as well as those planning to attend side events, must be at least 18 years of age. Questions relating to accreditation should be addressed to Diane Barnes (diane.barnes@un.org).

Registration and issuance of grounds passes

8. Incomplete registrations and registrations received after the deadline will not be processed.

9. Online registration will be available from 19 June to 17 July 2023 to representatives of NGOs whose accreditation has been approved.

10. There will be one registration form on the online Indico system for the meetings of both working group and the Preparatory Committee (<https://indico.un.org/event/1004395/registrations/>). Representatives of NGOs must specify which meeting(s) they plan to attend. Registrations will only be processed for representatives of NGOs who are included on their delegation's list of participants (see paragraph 6).

11. Representatives of NGOs will receive an email from the Indico system approving their registration within a few days of submitting their registration. Delegates will later receive a separate email from unodc-conferenceregistration@un.org, in which they will be requested to upload a passport-style photograph in digital format (JPG) that will be used for their conference pass. Representatives of NGOs are highly encouraged to upload their photographs in advance.

12. All delegates will receive a conference pass that will allow them entry to the meetings of the working group. Representatives of NGOs attending the meetings of both the working group and the Preparatory Committee will receive one badge for the meetings of both.

13. Identification passes will be issued at the United Nations Security and Safety Section Pass Office at Gate One of the Vienna International Centre. Participants who have uploaded their photograph in advance will be able to collect their pass from the area marked "Preprinted conference passes", located to the right after entrance through Gate One. Participants who have not uploaded their photograph in advance will be able to request and collect their pass from the Pass Office. Participants who will also be attending the meetings of the first session of the Preparatory Committee will obtain one pass that will be valid for the meetings of both the working group and the Preparatory Committee (covering the period from 24 July to 11 August). The regular working hours of the Pass Office are from 8 a.m. to 4 p.m., Monday to Friday, and passes can be collected from 24 to 28 July. In addition, participants may collect their pass in advance on 21 July, from 1 to 3.30 p.m., and on 23 July, from 3 to 6 p.m. Participants will need their passport to collect their pass.

V. Documentation

14. All documents and statements for the working group will be available on its website (<https://meetings.unoda.org/npt/-treaty-on-the-non-proliferation-of-nuclear-weapons-working-group-on-further-strengthening-the-review-process-2023>).

15. Pending a decision by the working group, NGOs may be allowed to display their documents and other information materials on a designated table. One copy of each document should be provided to the Secretariat through the NGO Coordinator prior to its being publicly displayed.

VI. Presentations by non-governmental organizations

16. Consistent with past practice and the Final Document of the 2000 Review Conference, the working group may allocate a meeting for NGOs to address the working group. An indicative timetable will be circulated in due course, containing the tentative programme for the relevant meeting.

VII. Side events and exhibitions

17. There are no rooms available for holding side events during the meetings of the working group. NGOs are encouraged to consider the possibility of organizing virtual side events.

18. There will also be no space available for exhibitions during the meetings of the working group.

VIII. Point of contact

19. The Secretariat has been informed that the designated NGO point of contact in connection with participation by NGOs in the working group is as follows:

Emma Bjertén
Women's International League for Peace and Freedom
777 UN Plaza, 6th floor
New York, NY 10017
United States of America
Email: emma.bjerten@wilpf.org

IX. Letters of invitation and visas

20. The United Nations is not in a position to provide letters of invitation or letters to consulates requesting that representatives of NGOs be provided visas for travelling to Vienna in order to attend the meetings of the working group. It is the responsibility of such representatives to make their own arrangements for visas, travel and related costs. Organizations with delegates requiring host country visas are therefore encouraged to complete, as soon as possible, the steps described in paragraphs 6, 7 and 10, respectively.

<i>Checklist for representatives of non-governmental organizations</i>	<i>Deadline</i>
Requests for accreditation sent to the Secretariat	2 June 2023
Notification by email from the Secretariat to representatives informing them of the status of their request	16 June 2023
Request for representative registration	17 July 2023