



HIGH-LEVEL POLITICAL FORUM ON SUSTAINABLE DEVELOPMENT



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Information Note on the arrangements for the 2022 High-level Political Forum and the High-level Segment of the Economic and Social Council (5-18 July 2022, New York) *(version 14 June, to be updated as needed)*

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1. Overview

The 2022 High-level Political Forum on Sustainable Development (HLPF) will be convened under the auspices of the Economic and Social Council (ECOSOC) from **Tuesday, 5 July, to Thursday, 7 July, and from Monday, 11 July, to Friday, 15 July 2022**. This includes the three-



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day Ministerial Segment of the HLPF **from Wednesday, 13 July, to Friday, 15 July 2022**, as part of the High-level Segment of ECOSOC. The last day of the High-level Segment of the Council will be **Monday, 18 July 2022**.

The theme for the 2022 HLPF is “**Building back better from the coronavirus disease (COVID-19) while advancing the full implementation of the 2030 Agenda for Sustainable Development**”.

The HLPF will also hold in-depth reviews of SDG 4 on quality education, 5 on gender equality, 14 on life below water, 15 on life on land, and 17 on partnerships for the Goals. It will take into account the different impacts of the COVID-19 pandemic across all SDGs and the integrated, indivisible and interlinked nature of the Goals.

Format:

All official meetings of the 2022 HLPF and the High-level Segment of ECOSOC will be held **in-person** at the UN Headquarters in New York.

Venue:

The opening of the HLPF in the morning of Tuesday, 5 July 2022, and the opening of the Ministerial Segment of HLPF and the High-level Segment of ECOSOC in the morning of Wednesday, 13 July 2022, will be held in the **General Assembly Hall**.

Other official meetings of the HLPF will be held in **Conference Room 4** accessible via the first basement or the visitors’ lobby on the ground floor of the Conference Building, with the exception of the Ministerial roundtable to be held on the afternoon of 14 July which will take place in the Trusteeship Council Chamber.

The last day of the High-Level Segment of ECOSOC on 18 July will be held in the **ECOSOC Chamber**.

Conference Room 4 will serve as an overflow room on the morning of 5 July and the morning of 13 July to accommodate participants who may not be able to access the General Assembly Hall.

It is recommended to consult the UN Journal for the most up-to-date information on the HLPF meeting venues: <https://journal.un.org/>.

Participation:

Ministerial or higher-level participation is encouraged throughout the HLPF and the High-





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Level Segment of ECOSOC. Countries are encouraged to present their Voluntary National Reviews (VNRs) at a ministerial or higher-level and to include representatives of various ministries and sectors in their delegations. All delegations are encouraged to ensure diverse and inclusive compositions of their delegations to bring a variety of voices and viewpoints to the forum.

Further information on inscribing in the list of speakers for the ECOSOC High-level segment panel discussion on “Future proofing multilateralism for a resilient and inclusive recovery” to be held on Monday 18 July 2022 will be communicated in due course. For information on inscribing in the speakers list for the Ministerial roundtable to be held on 14 July, please see section 5 below.

Voluntary National Reviews:

From 11 to 15 July, the HLPF will hear presentations from 44 VNR countries. 11 countries will present for the 1st time, 28 for the 2nd time, 3 for the 3rd time, and 2 countries for the 4th time. (<https://hlpf.un.org/2022/vnrs>; <https://hlpf.un.org/countries?f%5B0%5D=year%3A2022>). A schedule of the presentations will be available on the HLPF website as part of the updated HLPF programme. All VNR reports will be posted online at <https://hlpf.un.org/countries?f%5B0%5D=year%3A2022>, as they are received.

In an effort to maximize the value of the VNR process and allow for more time for meaningful and interactive discussions with the presenting countries, additional time has been allocated for Q&A. First time presenters will have 15 minutes for their presentation and around 20 minutes for Q&A. The first timers will choose whether to present in an individual format or in a panel with other countries. The second, third and fourth timers will have 10 minutes for their presentation and around 15 minutes for Q&A and will present in a panel format.

During the allotted time for questions and answers, there will be an opportunity for a limited number of questions and comments by participating States and stakeholders. At the end of the session, the VNR countries will be given a few minutes to respond to the interventions made. In case of lack of time, written responses can also be provided, if decided by the VNR country.

2. Provisional agenda, schedule of meetings and documentation

The provisional agenda, programme, annotated programme with speakers, the Secretariat’s concept note, background notes for each session and all other information for the forum are available on the HLPF website at <https://hlpf.un.org/2022>. The website is being updated frequently, and participants are invited to check for updates regularly.





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All official documentation for the HLPF is available at the HLPF website

<https://hlpf.un.org/2022/documentation>.

Documentation includes notably:

- Provisional agenda and documentation ([E/HLPF/2022/1](#))
- Report of the Secretary-General on progress towards the Sustainable Development Goals ([E/2022/55](#))
- Report of the Secretary-General on building back better from the coronavirus disease (COVID-19) while advancing the full implementation of the 2030 Agenda for Sustainable Development ([E/2022/57](#)) (for ECOSOC high-level segment)
- Report of the Secretary-General on long-term future trends and scenarios - impacts on the realization of the Sustainable Development Goals ([E/2022/58](#)) (for ECOSOC high-level segment)
- Note by the Secretariat on synthesis of voluntary submissions by the functional commissions of the Economic and Social Council and other intergovernmental bodies and forums ([E/HLPF/2022/4](#))
- Note by the Secretariat on compilation of the main messages of the 2022 voluntary national reviews ([E/HLPF/2022/5](#) – to be issued)
- Reports of the regional forums on sustainable development ([E/HLPF/2022/3](#), and [Add.1](#), [Add.2](#), [Add.3](#), [Add.4](#) and [Add.5](#))
- Discussion papers on the theme of the high-level political forum on sustainable development submitted by major groups and other stakeholders ([E/HLPF/2022/2](#))
- Note by the Secretary-General transmitting the progress report on the 10-year framework of programmes on sustainable consumption and production patterns ([E/2022/56](#))
- Report of the Economic and Social Council forum on Financing for development follow-up on its 2022 session, including the intergovernmentally agreed conclusions and recommendations of the forum ([E/FFDF/2022/3](#))
- Summary by the President of the Economic and Social Council of the 2022 Economic and Social Council forum on Financing for development follow-up (E/2022/64)
- Co-Chairs' summary of the Multi-stakeholder Forum on Science, Technology and Innovation for the Sustainable Development Goals

Voluntary inputs from governments, inputs from ECOSOC functional commissions and other intergovernmental bodies and forums, inputs from major groups and other stakeholders, as





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well contributions from multi-stakeholder partnerships and voluntary commitments can be found at <https://hlpf.un.org/inputs>

Information on side events, special events, VNR Labs and exhibitions is available on the meeting website: <https://hlpf.un.org/2022>

3. General debate

Participating States and other participants wishing to submit general statements at the HLPF and the High-level Segment of ECOSOC, are invited to provide those through submission of a pre-recorded video or through submission of a written statement for posting on the ECOSOC and HLPF websites.

Delegations opting to submit a pre-recorded video statement should upload their statement no later than **18 July 2022** using the link: <https://un-mam.cimediacloud.com/file-request/S6F1XSA0>

Delegations opting to submit a written general statement should send them no later than **18 July 2022** to ecosocplace@un.org.

The length of the statements should be consistent with the time limits of 6 minutes for statements on behalf of groups and 4 minutes for individual statements.

4. Interventions in interactive discussions

Meeting participants are invited to request the floor during interactive discussions of the HLPF and the High-level Segment of ECOSOC by pressing the microphone button on the console. Given the limited time available and in order to allow the maximum number of participants to intervene, interventions in interactive discussions should be limited to no more than three minutes. The time limit will be strictly implemented, including through the use of a timing device, sound alert and/or microphone cutoff, as necessary. Participants are discouraged from reading prepared statements. Instead, they are invited to make informal remarks and engage in an interactive discussion. The Chair or moderator may intersperse the interventions of participating States with interventions by intergovernmental organizations/observers, representatives of the UN system and major groups and other stakeholders (HLPF)/ accredited NGOs (ECOSOC HLS).

5. Ministerial roundtable – expressions of interest





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Delegations whose Ministers wish to express an interest to speak in the ministerial roudtable held on 14 July from 2:30 – 4:30 PM, should register through the **e-speakers module** on the e-deleGATE portal (<https://edelegate.un.int/>). **Inscription will open on Thursday, 16 June, at 10 a.m., and will close on Wednesday, 29 June, at 5 p.m (EDT).** Participation in the dialogue will be in person only and will be limited to participants at the level of minister or, time permitting, vice-minister. The roundtable will take place in the **Trusteeship Council Chamber**. In order to hear as many statements as possible within the limited time available, a time limit of three minutes per statement will be strictly implemented, including through microphone cutoff. A provisional list of Ministers that have expressed an interest in speaking during the ministerial dialogue will be circulated in the week of 5 July.



6. Interpretation

Interpretation in the six UN official languages will be available for all formal plenary meetings. To ensure proper interpretation into the UN official languages, written copies of all statements delivered in the HLPF and the High-level Segment of ECOSOC should be sent to estatements@un.org at least two hours in advance of delivery. Interpretation for statements not sent in advance may be impacted or suspended. Statements submitted to estatements@un.org will be available in the entry for the relevant meeting in the UN Journal (<https://journal.un.org>). **The subject line of the email should clearly identify the date and time of the meeting at which the intervention will be delivered.**

Remarks that are in the form of talking points or drafts may be submitted to IS-UNHQ is-unhq@un.org. Remarks sent to the IS email address will not be published or shared.

To enable accurate interpretation, speakers should speak clearly and at a moderate pace.

7. Registration and List of Participants

Registration

In accordance with General Assembly resolution 67/290, the HLPF is open to all States Members of the United Nations and States members of specialized agencies, entities and organizations having received a standing invitation to participate as observers in the General Assembly, UN entities, major groups and other relevant stakeholders.

All participants should be registered for the HLPF accordingly:



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<p>Delegations of States Observers Intergovernmental Organizations Specialized Agencies Related Organizations</p>	<p>Meeting Registration (Request for UN Grounds Pass)</p> <p>Registration (request of UN grounds pass) of official delegations of Member States, observers and intergovernmental organizations, as well as specialized agencies and related organizations will be carried out by the Protocol and Liaison Service of the United Nations. To obtain UN grounds passes for delegations participating in the meeting in-person, permanent missions/offices are required to submit their registration requests by using the online eRegistration system, available through the e-deleGATE portal at https://edelegate.un.int, by the deadline of 16 June 2022.</p> <p>Delegations wishing to obtain information on the system may refer to the updated “Guidelines on eRegistration” and “Frequently asked questions” sections posted on the Protocol and Liaison Service website (www.un.org/dgacm/en/content/protocol/meetings).</p>
<p>UN Secretariat Entities Funds and Programmes Regional Commissions</p>	<p>Registration of UN system entities (other than specialized agencies and related organizations) requires a formal communication signed by the entity’s Principal or designated official listing the member(s) of the delegation to be sent to DESA at desa-iisb@un.org. Please indicate the name of your entity in the subject line of the message. Deadline for registration of UN system entities is 24 June 2022.</p> <p>Registration of Resident Coordinators (RC) and staff of RC Offices requires a formal request sent by the Resident Coordinator to the UN Development Coordination Office (Ms. Ana-Maria Lebada ana-maria.lebada@un.org).</p>
<p>Major groups and other stakeholders</p>	<p>Representatives of accredited entities (those NGOs having consultative status with ECOSOC and those on the Commission for Sustainable Development roster) are requested to register using the Indico online events registration system https://indico.un.org/event/1001462/ by 24 June 2022.</p>
<p>Invited speakers, panelists, and lead discussants</p>	<p>Invited speakers representing sectors of government should coordinate registration through their national delegations. Those representing non-governmental sectors will be registered by the HLPF secretariat.</p>
<p>Side Event Participants</p>	<p>Organizers of side events should request special events passes from the UN Department for Safety and Security (UNDSS) for those participants in their events who are not in possession of a UN Grounds Pass (request to: Captain Charlene Wilson (wilson16@un.org) and Sgt Gabriel Nastasescu (nastasescu@un.org) 2 business days prior to the holding of the event to allow processing of the request. Kindly title your communication “HLPF Side Event [COUNTRY/ORGANIZATION]”</p>

List of participants

Please note that registration of participants through the online registration system is distinct from providing a delegation list for inclusion in the list of participants of the HLPF. For



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inclusion in the list of participants, the following steps should be followed:



<p>Delegations of States Observers Intergovernmental Organizations Specialized Agencies Related Organizations</p>	<p>List of Participants</p> <p>For inclusion in the formal list of participants, delegations from Member States, Observers, Intergovernmental Organizations, Specialized Agencies and Related Organizations should register the names of representatives, alternate representatives and advisers through the e-List of Participants module on the e-deleGATE portal (https://edelegate.un.int/), no later than 18:00 on Monday, 18 July 2022. The List of participants will be issued at the end of the 2022 session as document E/HLPF/2022/INF/1.</p> <p>(Please note that submitting a delegation list through the e-List of Participants module on e-delegate is not the same as meeting registration and does not grant access to the premises for those without a valid UN grounds pass. In order to receive grounds passes, a separate registration step needs to be completed, as explained above under the heading “Meeting Registration (Request for UN Grounds Pass)”.)</p> <p>Representatives of Intergovernmental organizations and the United Nations system, including funds, programmes, specialized agencies and regional commissions, that do not have access to the e-List of Participants module on the e-deleGATE platform should send their delegation lists in both Word and PDF format to ecosocplace@un.org, no later than 18:00 on Monday, 18 July 2022.</p>
<p>UN Secretariat Entities Funds and Programmes Regional Commissions</p>	<p>For inclusion in the list of participants, registered UN entities should provide the names of participants through the e-List of Participants module on the e-deleGATE portal (https://edelegate.un.int/). or by sending the delegation list in both Word and PDF format to ecosocplace@un.org, no later than 18:00 on Monday, 18 July 2022.</p>

8. Arrival and check-in

Participants may access UN Headquarters at the following points:

Staff entrance (located at 42nd St and First Avenue)	Public entrance (located at 46th St and First Avenue)	
✓	✓	Delegations
✓	✓	Observers, incl. IGOs, and UN system entities



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	✓	Major groups and other stakeholders
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➤ UN **Delegations, Observers and UN System entities** may check in and collect their passes at the UN Pass and ID Unit, located at 320 East 45th Street, between 9:00 A.M. and 4:00 P.M. Monday through Friday.

➤ **Major groups and other stakeholders** Representatives of major groups and other stakeholders must be in possession of a valid (blue) UN Grounds Pass to attend the HLPF. Individuals already in possession of a valid UN Grounds Pass can enter UN premises but are requested to register for the HLPF using the Indico online events registration system <https://indico.un.org/event/1001462/> by **24 June 2022**.

➤ Once registered, representatives ECOSOC-accredited NGOs who require a new UN Grounds Pass are requested to follow the instructions and steps outlined on the CSO Net for obtaining a Pass: <http://csonet.org/index.php?menu=86>

➤ More information is available at <http://csonet.org/index.php?menu=14>

➤ **Keynote speakers, moderators, panelists and lead discussants** will be contacted individually by the HLPF Secretariat with instructions pertaining to their arrival and check-in.

➤ The grounds pass should be worn at all times on UN premises. Please ensure that you have a government issued valid photo ID on you. Please allow at least 15 minutes for mandatory security screening.

9. COVID-19 Protocol

The following COVID-19 mitigation measures are in place at UN Headquarters (UNHQ). Please note that measures might change at short notice should conditions require it.

By swiping their UN-issued ID, all persons entering UN Headquarters confirm that:

- They have not had symptoms consistent with COVID-19 in the last 5 days, including symptoms of upper respiratory tract infection, influenza etc.
- They have not had a positive COVID-19 test result in the last 5 days.



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Guests of Member States, Observers and UN system organizations are required to be vaccinated. The person/entity sponsoring the guests' entry into the UNHQ is responsible for verifying the guest's vaccination status prior to entry.

The use of masks in common spaces at UNHQ (elevators, restrooms, hallways, cafeterias, meeting and conference rooms) is strongly recommended.

There are currently no occupancy limits in the premises except those required by the fire safety code. There are no physical distancing requirements on the premises.

10. HLPF Seating Arrangements

The seating of delegations inside Conference Room 4, the Trusteeship Council Chamber and in the General Assembly Hall will be according to the "all-States formula", followed by observers, intergovernmental organizations, UN system entities, major groups and other stakeholders. The seating of delegations in the ECOSOC Chamber on 18 July will be according to the "ECOSOC protocol" with ECOSOC members followed by States not members of the Council, intergovernmental organizations, UN system entities and accredited NGOs.

The capacity of the conference rooms does not allow for all registered intergovernmental organizations and United Nations entities to have a seat with a microphone. Additional seating is available in the public gallery, subject to limitations on room capacity.

Gallery seating will be available on a first come first served basis, while special arrangements will be made for major groups and other stakeholders.

The seating arrangements for the delegations presenting their Voluntary National Reviews have been discussed separately with the 44 concerned delegations.

Delegations, Observers and UN System representatives may access Conference Room 4 via the first basement or the visitor's lobby on the ground floor of the Conference Building and the ECOSOC and Trusteeship Council Chambers through the 2nd floor of the Conference Building.

Representatives of major groups and other stakeholder may access Conference Room 4 via the visitors' entrance and may access the ECOSOC and Trusteeship Council Chambers via the 3rd floor of the Conference Building.

11. Keynote speakers, moderators, panellists and lead discussants

Detailed guidance, including a full scenario of the meeting, will be shared with keynote





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speakers, moderators, panellists and lead discussants in advance of the session to which they are invited.

On the day of their presentations, seating will be reserved for keynote speakers, moderators, panellists in Conference Room 4. Lead discussants from States, intergovernmental organizations and UN system entities will intervene from their national or assigned seats, respectively. Other lead discussants will be seated on the left side (facing the podium) of Conference Room 4.

12. Side events, special events, VNR Labs, exhibitions

Information regarding side events, special events, VNR Labs, exhibitions can be found on the HLPF website <https://hlpf.un.org/2022>. Organizers of side events, special events, VNR Labs and exhibitions are responsible for registering all participants, according to the arrangements outlined in section 7 above.

13. Webcast

The official meetings of the HLPF and the High-level Segment of ECOSOC will be available (and archived) on live UN TV: <http://webtv.un.org>.

14. Accessibility

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 and as a loan to participants with disabilities. The **Accessibility Centre** is located in the Conference Building (Room S-1B-032 on Level 1B, near the Secretariat Building escalators). For more information, please visit <https://www.un.org/accessibilitycentre/>. A limited amount of printing on demand in Braille is available through the Accessibility Centre with prior notice.

For accessible seating in the meeting rooms for formal meetings of the HLPF/ECOSOC high-level segment, delegations and other participants should address their requests to the ECOSOC Affairs Branch (chihiro.mitsuda@un.org), or, for side events, to the organizers of the side event, in advance of the meeting.

Communication Access Real Time Translation (CART) will be available via captions on the screen in the meeting room and via webcast for all official meetings of the HLPF.

Subject to availability of interpreters, International Sign Interpretation will be made available for the HLPF meetings on 5 July morning, the Ministerial Opening on 13 July and





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the VNRs sessions via webcast.

15. Code of Conduct to Prevent Sexual Harassment



The UN system is committed to upholding an inclusive, respectful and safe environment where participation in any event is guided by the highest ethical and professional standards, and all participants are expected to behave with integrity and respect. There is no tolerance for harassment, including sexual harassment at UN events. The Code of Conduct to Prevent Harassment, Including Sexual Harassment, at UN System Events applies to the meetings of the HLPF and ECOSOC, including side events. A copy of the Code of Conduct can be found here <https://hlpf.un.org/sites/default/files/2022-06/Code%20of%20Conduct.pdf>.



16. Environmental Sustainability



The UN Secretary-General's priority is to integrate sustainable development in all aspects of the work of the United Nations and to promote efforts to reduce the UN's carbon footprint with the ambitious goal to make the United Nations a climate neutral organization. Participants in the HLPF session are encouraged to contribute to those sustainability efforts. An easy-to-use and practical guidance note (<https://hlpf.un.org/sites/default/files/2022-06/Sustainability%20Infographic.pdf>) has been prepared to help participants to conserve resources, minimize environmental impact and offset emissions through reduction measures. Please help to make the HLPF climate neutral by supporting UNFCCC's certified projects: <https://offset.climateneutralnow.org/>



Effective 3 June 2019, UN Headquarters has been implementing measures to eliminate single-use plastics to reduce the impact of plastic pollution. Event organizers are encouraged to bring reusable items in order to reduce waste. Please ensure that any vendor providing catering services at UN Headquarters adhere to the requirements outlined in the **Guidelines for Event Organizers at United Nations Headquarters on the Elimination of Single-use Plastics** which can be accessed [here](#).



17. Visa

Each participant is personally responsible for obtaining necessary entry visa(s) for travel to and from the United States. Please ensure that the necessary arrangements are made in a timely fashion to obtain a US visa, as appropriate. An invitation letter issued by the United Nations has been sent to you which can be used to support your visa application. Information regarding US visa can be found on this website: <http://usembassy.state.gov/>.

18. Hotel accommodation



Participants will need to secure hotel accommodation in New York City. All participants are expected to make their own accommodation arrangements. Finding a reasonably priced hotel in New York City can be a challenge, therefore it is recommended that you start as early as possible. A credit card will normally be required for reservation.



19. Local transportation

All participants are expected to make their own local transportation arrangements. Transportation information for the three major airports serving New York City can be found online at <http://www.panynj.gov/airports/> or by calling Air-Ride phone: 1-800-247-7433 (toll free number within the U.S.). Yellow New York taxis and airport buses are readily available from the airports to Grand Central Station, which is in walking distance to the United Nations and can be booked online in advance. Local transportation options, including subway, buses, and MetroCard related information can be found at <http://www.mta.info/>.



20. Facilities

Dining facilities, ATMs, and the UN emergency medical service (fifth floor) are all located in the UN Secretariat building.



21. Time

For the time difference between New York and your country, please refer to: <http://www.timeanddate.com/worldclock>



22. Currency

US Dollar



23. Weather

To check for current weather conditions in New York, please refer to <https://www.cnn.com/weather>

24. Tipping:

Most restaurant prices do not include a service charge. It is customary to leave a 15-20% tip.



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Contact information:



Office for Intergovernmental Support and Coordination/DESA

For questions relating to the HLPF programme: please contact Ms. Ling Wang (wang24@un.org)



For the ECOSOC High-Level Segment: Ms. Patricia Chaves (chavesp@un.org) and Mr. Eric Olson (olsone@un.org)



For Voluntary National Reviews (VNRs): Ms. Maame Agyeben (agyeben@un.org)

For VNR Labs: Mr. Joop Theunissen (theunissen@un.org)

For special events: Ms. Lotta Tahtinen (tahtinen@un.org)



For side events: Mr. Edwin Perez (perez7@un.org)

For exhibitions: Ms. Emnet Bekele (bekelee@un.org)

For UN System participation: Ms. Melody Cruz (cruz@un.org)



For Major Group and Other Stakeholder participation: Ms. Tonya Vaturi (vaturi@un.org)

For Media and Communication: Mr. Paul Simon (simonp@un.org)

ECOSOC Secretariat (DGACM)

For questions relating to the conduct of the formal meetings of the HLPF/ECOSOC high-level segment, please contact the Secretary of ECOSOC, Ms. Emer Herity (herity@un.org)

Protocol and Liaison Service

For questions relating to the registration and UN Grounds Passes for Member States, Observers, Inter-governmental Organizations and Specialized Agencies, please contact: Ms. Wai-Tak Chua (chuaw@un.org).