



# General Assembly

27 May 2021

English only

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## Open-ended working group on security of and in the use of information and communications technologies 2021–2025

Organizational session  
New York, 1 and 2 June 2021

### Note by the secretariat

#### Note on Logistical Arrangements and Other Organizational Matters

1. The General Assembly, in its resolution 75/240 of 31 December 2020, decided to convene an Open-ended working group on security of and in the use of information and communications technologies 2021–2025, acting on a consensus basis.
2. As noted in document A/AC.292/2021/CRP.1 the organizational session of the Working Group will be held on 1-2 June 2021. The provisional agenda of the Working Group is contained in document A/AC.292/2021/1.
3. Due to COVID-19 related limitations on the holding of in-person meetings at UN Headquarters in New York, including the significantly reduced capacity and availability of conference rooms, the meetings of the OEWG will be conducted in hybrid format (in-person meetings with the possibility of delegates joining via a virtual platform from outside the meeting room) as follows:

	Tuesday, 1 June	Wednesday, 2 June
10 am-12 pm EST (2 hours)	Hybrid	Hybrid
3 – 5 pm EST (2 hours)	Hybrid	Hybrid

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### Access to conference rooms for hybrid meetings of the Working Group

4. The meetings of a hybrid nature will take place in the combined Conference Rooms 1, 2 and 3. The United Nations Occupational Safety and Health Division (UNOSH) has determined that the risk level for the organizational session of the Working Group **is low**. UNOSH has applied the blanket risk assessment. In this regard, delegations are reminded that:
  - Access to the meeting will be limited to delegates (one delegate per Member State and one delegate each from Observer States and the European Union) and staff members of the United Nations Secretariat;
  - Access to the combined conference rooms 1, 2 and 3 will require a regular Delegate's pass as well as the secondary color-coded access card that has been provided to Permanent Missions by the UN Protocol and Liaison Service;
  - To assist in contact tracing, all delegates are required to swipe their United Nations issued ID card at the entrance of the conference rooms;
  - By swiping the ID card, all delegates and support staff will declare as a condition of their entry that they: a) have not been diagnosed with COVID-19 in the last 14 days; b) have not had symptoms consistent with COVID-19 in the last 14 days; c) have not had close contact with someone with COVID-19 or symptoms consistent with COVID-19 in the last 14 days, and d) have completed quarantine if in the last 14 days they have arrived from a country or US state that is considered elevated risk;
  - The seating plan in the combined conference rooms ensures physical distancing and delegates are strongly encouraged to remain in their seats at all times;
  - All statements delivered in the room will be made by delegations from their national seats and delegates will be required to wear face coverings except when addressing the meeting;
  - All delegates are requested to maintain social distancing of at least 2 metres at all times, to refrain from physical contact, including handshakes and other physical contact, during the meetings in recognition of the physical distancing requirements.

### Access to digital platforms

5. In order to enable the full participation of delegations in the meetings, the remote simultaneous interpretation platform of Inteprefy will be employed.
6. The meetings will also be webcast live on UN Web TV.

### e-deleGATE

7. The new e-deleGATE portal is fully operational for OEWG work and is available at [edelegate.un.int](https://edelegate.un.int).

### List of Speakers

8. At the meetings, delegates will be able to make their statements either from the floor or on Interprefy. There is no preestablished list of speakers. To allow for an interactive discussion, the Chair may decide to alternate between speakers in the room and on Interprefy. Delegates in the room can register to speak by pressing the microphone button on their desk as per the usual practice, while speakers on Interprefy can register for the list of speakers through the “raise hand” function of the platform.

### eStatements

9. While substantive discussions are not envisaged for the organizational session given that the focus will be on the organizational matters of the OEWG, the eStatements portal can be used for the submission of written proposals and positions for circulation. Delegations would be requested to make their submissions by email to eStatements (*estatements@un.org*) in PDF or Word clearly indicating the delegation and topic.
10. Additional information relating to the work of the organizational session can be found at: <https://meetings.unoda.org/meeting/oewg-ict-2021/>