



REFERENCE:

29 September 2020

SUBJECT: In-person meetings of the Fifth Committee during the seventy-fifth session of the General Assembly

Excellency,

I have the honour to inform you that the Fifth Committee will hold the organizational meeting of its seventy-fifth session on Monday, 5 October, at 3 P.M., in the combined Conference Rooms 1, 2 and 3.

It is recalled that the letter of the Secretary-General dated 7 July 2020 regarding the reopening of the UN Headquarters states that in the event that a meeting is to be held, “Occupational safety experts will be asked to complete a risk assessment of such requests and prepare mitigation measures to minimize the risks to staff and delegates”. It is also recalled that the letter of the President dated 21 September 2020 regarding the General Debate of the seventy-fifth session of the General Assembly detailed the precautionary measures put in place aimed at mitigating the spread of COVID-19 during meetings at the UN Headquarters and included as annex the opening and closing safety briefs for meetings.

In this regard, I should like to inform you that the physical meetings of the Fifth Committee will be held as announced in the Journal, in the General Assembly Hall and/or the combined Conference Rooms 1, 2 and 3. It should be noted that, in order to limit the footprint and the number of people on United Nations premises, presence in the General Assembly Hall and the combined Conference Rooms 1, 2 and 3 will be limited to one delegate per Member State or non-member.

I would like to emphasize key health and safety measures in place for physical meetings of the Fifth Committee:

- All delegates are required to wear a face covering at all times whilst in public spaces and meeting rooms, except when directly addressing the meeting.
- All delegates are to refrain from direct contact including handshakes and other physical contact during greetings in recognition of the physical distancing requirements. All delegates should remain conscious of COVID-19 hand sanitizing and contact precautions.
- All movement and, if necessary, queuing require two meters physical distancing, and delegates are requested to minimize activity until seated in the meeting room.

All Permanent Representatives and
Permanent Observers to the United Nations
New York



I should also like to draw your attention to the following information on entry and exit movements which have been elaborated in consultation with the Occupational Safety and Health representatives.

Entry (see Annex I)

1. It is expected that delegates will start arriving on premises from 9:00 am. Delegates will be requested to maintain physical distancing of at least 2 meters while waiting to access the GA Hall and CR. 1+2+3.
2. Delegates will enter the General Assembly building through the delegates' entrance (see annex II) and take the escalator on the right side to the second floor. The delegates using the escalator going up will be separated from the delegates using the escalator going down.
3. Delegates will enter CR.1+2+3 through the staff entrance at 42nd Street and First Avenue.

Exit (see Annex I)

4. The Chair will actively manage the exit by calling each row for departure in a staggered manner.
5. Delegates will exit the General Assembly Hall through the doors located on the west side and depart by taking the escalators on the left side to the ground floor to exit the General Assembly Building from the delegates' entrance. The delegates using the escalator going up will be separated from the delegates using the escalator going down.
6. Delegates will exit CR.1+2+3 through the doors located on the side of the conference rooms and depart through the staff exit at 42nd Street and First Avenue.

Seating and movement in the GA Hall and CR.1+2+3

7. Delegates will proceed to their national seats in the GA Hall and CR.1+2+3 (see Annexes II and IV). The name plates will be displayed. Once seated, delegates shall be requested to remain in their seats at all times.
8. The seating plans of the GA Hall and CR.1+2+3 have been revised to ensure adequate physical distancing. In this regard, some delegates are not seated directly behind their name plates. If these delegates need to speak, they are to move their chairs closer to the microphone to speak.

I shall oversee the implementation of the mitigating measures in the course of the proceedings. If at any moment it appears that the guidelines are not being strictly observed, I will have no choice but to draw the attention of delegates to these guidelines, or even suspend or adjourn the meeting as needed.



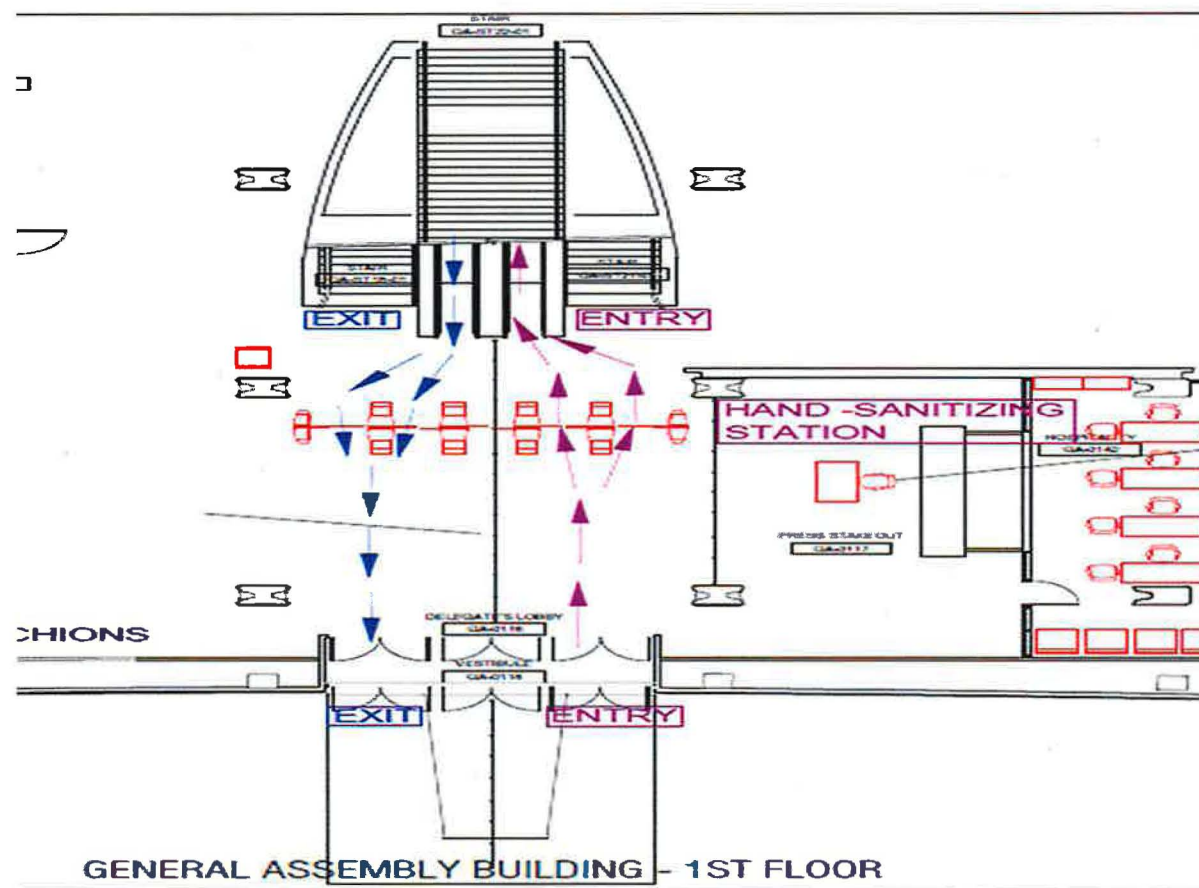
I avail of this opportunity to express my solidarity with States who are fighting COVID-19 and extend my sincere condolences for their loss.

Please accept, Excellency, the assurances of my highest consideration.

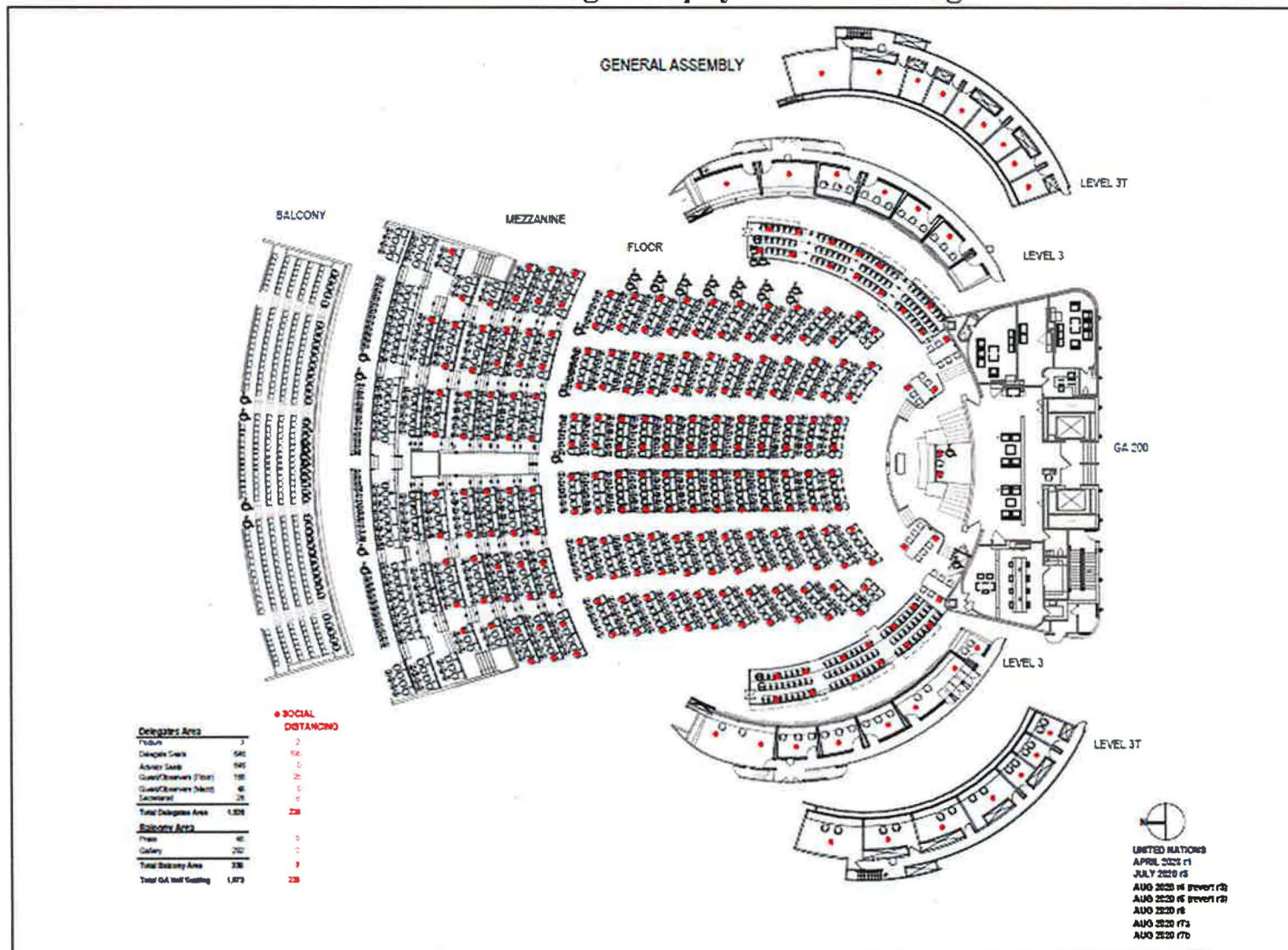
A handwritten signature in blue ink, reading "Carlos Amorín". The signature is stylized with a large, sweeping loop at the beginning and a long, horizontal stroke extending to the right.

Carlos Amorín
Chairman of the Administrative and
Budgetary (Fifth) Committee
Seventy-fifth session of the General Assembly

Annex I Delegates' entrance to the General Assembly Hall

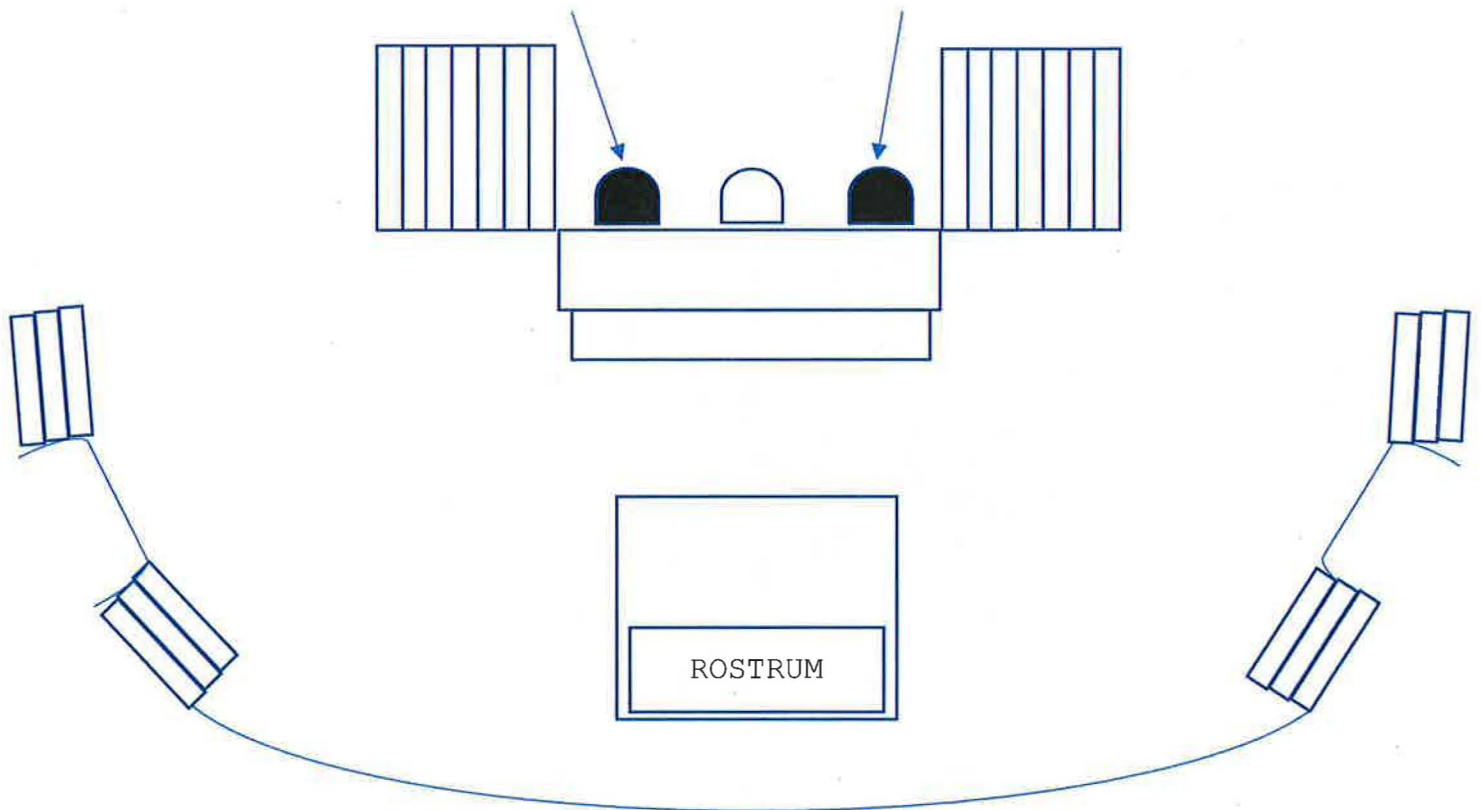


Annex II GA Hall seating with physical distancing



Annex III - Podium arrangement

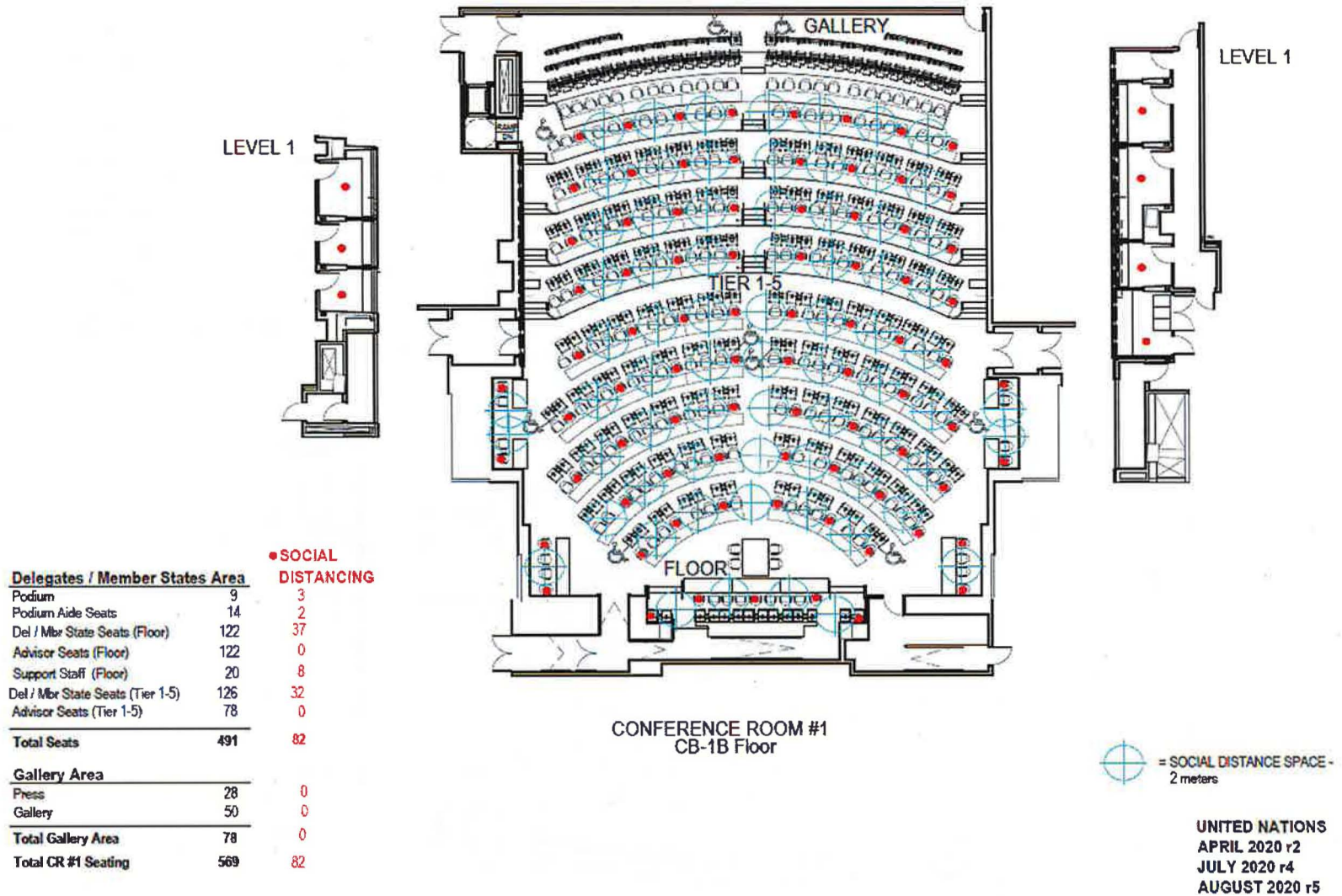
GA Hall

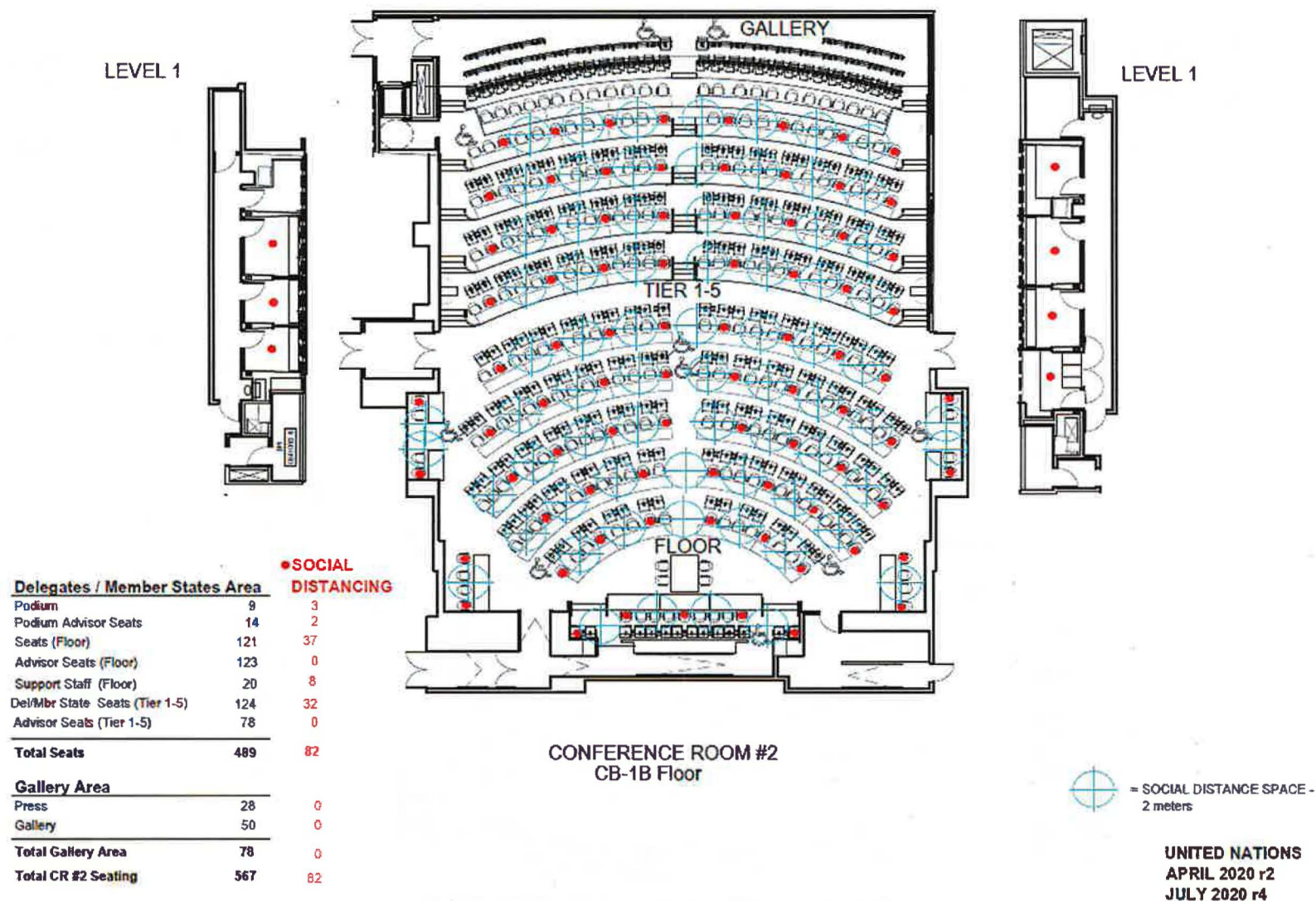


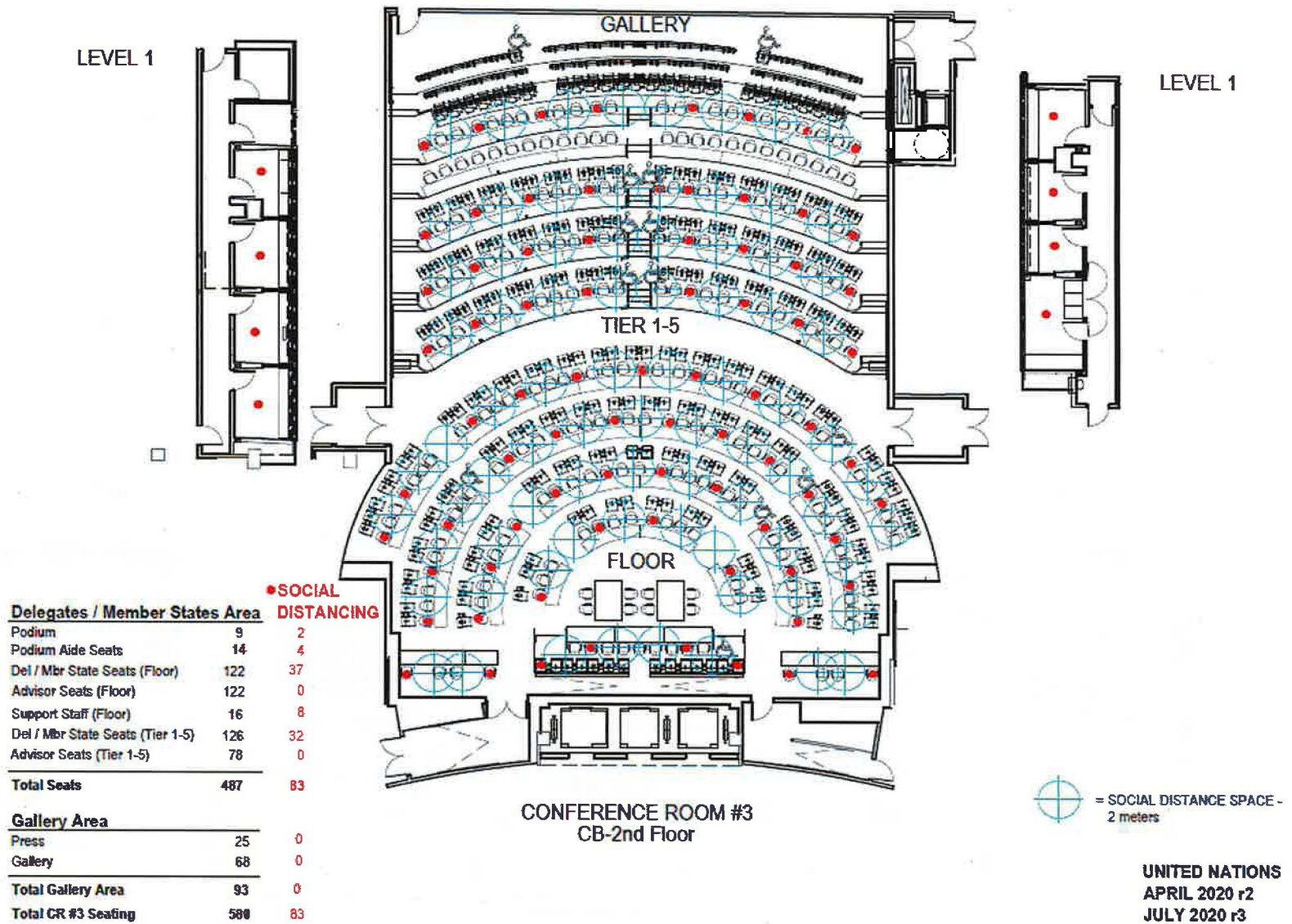
**GA
FLOOR**

Annex IV CR.1+2+3 seating with physical distancing

CR.1







Annex V Podium of CR.2

