

United Nations Nations Unies

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UNITED NATIONS OFFICE OF THE HIGH REPRESENTATIVE FOR THE LEAST DEVELOPED COUNTRIES,
LANDLOCKED DEVELOPING COUNTRIES AND SMALL ISLAND DEVELOPING STATES (UN-OHRLLS)

Reference: OHRLLS-2021-00018

20 January 2021

Excellencies and dear colleagues,

I write to you in my capacity as the Secretary-General of the Fifth United Nations Conference on the Least Developed Countries and invite you to the organizational session of the Preparatory Committee for the Fifth United Nations Conference on the Least Developed Countries (LDC5 PrepCom) to be held on 8 February 2021 as decided by the General Assembly in its resolution 75/227. The meeting will be held in person from 10:00am-1:00pm in Conference room 1-2-3, with a continuation from 3:00pm to 6:00pm, as necessary.

At the organizational session, the PrepCom will elect the members of the bureau of the PrepCom including its two Co-chairs, consider organizational matters and listen to general statements of Member States and observers in terms of the broad ambitions and expectations from the LDC5 Conference. A provisional agenda of the meeting and annotations are attached. Online inscription will be opened in advance of the meeting.

The following countries have already been nominated by their respective regional groups as members of the bureau: Ethiopia and Uganda from the African States; Bangladesh and Nepal from the Asia-Pacific States; Czech Republic from the Eastern European States; Haiti and Paraguay from the Latin American and Caribbean States; and Canada and Turkey from the Western European and other States.

The General Assembly in its resolution 74/232 also decided that Qatar, as the host country, and Malawi, as the Chair of the Group of Least Developed Countries, will serve as ex officio members of the bureau and that the bureau will be co-chaired by two Member States, one a developed State and one a developing State. I have been informed that the Permanent Representatives of Bangladesh and Canada have expressed their availability to serve as the Co-chairs of the PrepCom bureau.

Information and documentation related to LDC5 are available at www.un.org/ldc5/.

Please note that in line with continued restrictions on in-person meetings in light of the COVID-19 pandemic, access will be restricted to one delegate per Member State and one delegate each from the Holy See, the State of Palestine, the European Union and other General Assembly observers inscribed on the list of speakers, as well as staff members of the United Nations that are servicing the meetings.

- Access to conference room 1-2-3 will require a regular delegate's pass and the secondary color-coded access card that has been provided to the Permanent Missions;

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

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- It is expected that delegates will start arriving on premises early enough and enter the building through the main staff entrance at First Avenue and 42nd Street. Delegates will be requested to maintain physical distancing of at least 2 meters while waiting to access the conference room;
- By swiping their United Nations issued ID card on entry, 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 has been prepared to ensure physical distancing and delegates shall remain in their seats at all times. The plan will be circulated in advance of the meeting;
- All statements 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 will be requested to maintain social distancing of at least 2 meters, to refrain from physical contact, including handshakes and other physical contact, during the meetings in recognition of the physical distancing requirements;
- The Secretary will actively manage the exit by calling each row for departure in a staggered manner;
- The proceedings of the meeting will be webcast live and on-demand on UN Web TV, allowing representatives of intergovernmental organizations and other entities having received a standing invitation to participate as observers to the General Assembly, as well as representatives of United Nations entities, to view the proceedings remotely.

For any question, please contact Mr. Yeshey Dorji (yeshey@un.org) and Ms. Oksana Yarashuk (yarashuk@un.org).

I look forward to your active participation.

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



Fekitamoeloa Katoa 'Utoikamanu
Under-Secretary-General and High Representative
&
Secretary-General of the Fifth UN Conference on LDCs