

10 June 2021

Excellency,

Further to my letters dated 12 March 2021 and 5 May 2021, I have the honour to circulate the draft programme and the list of speakers for the plenary segment of the High-level Meeting on Middle-income countries to be held on 17 June (a.m. and p.m.) and 18 June (p.m.) at the UN General Assembly Hall in New York.

Kindly note that the time limit for statements during the plenary segment will be three minutes for individual delegations and five minutes for statements delivered on behalf of groups of States. The texts of the statements of those inscribed on the list that are not delivered by the end of the meeting will be posted on “eStatements” in the Journal of the United Nations. Delegations are encouraged to send their statements to [estatements@un.org](mailto:estatements@un.org) to facilitate interpretation and for posting on “eStatements”. In view of the limited time available for the plenary segment, pre-recorded video statements will be played without introductions by the representatives physically present in the General Assembly Hall. I would like to remind delegations that the guidelines for submission of the pre-recorded statements have been previously circulated and enclosed again herewith. The link to upload the video files is provided on the e-deleGATE portal under “General Assembly/Plenary/Plenary Place”. I would like to emphasize the importance of submitting the video at least **four days in advance of the date that the statement is scheduled to be broadcast**, that is **by Sunday, 13 June 2021**. Please note that provision of live interpretation will be subject to fulfilment of the audio-visual guidelines. In cases of any recording anomalies (such as low speaking volume, noisy background, unclear diction, background music, etc.), delegations may be requested to provide a revised recording to remedy the anomalies, in order that interpretation services could then be delivered.

Regarding participation in the ‘Question & Answer’ section of each panel, there will not be a pre-determined list of speakers. Delegations are requested to press the button at their seat to express their interest in posing a question, and placement on the list will be determined on a first-come first-served basis.

For further information on the meeting, your office may contact my Advisers Ms. Laura Piazza ([laura.piazza@un.org](mailto:laura.piazza@un.org)) and Nehali Anupriya ([nehali.anupriya@un.org](mailto:nehali.anupriya@un.org)).

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



Volkan BOZKIR

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



## High-Level Meeting on Middle Income Countries



### Theme

- Finetuning the development system approach to address the needs of MICs

### Date

- 1.5 days on 17 (a.m. and p.m.) and 18 (p.m.) June 2021

### Format

- Moderators and panellists joining virtually

17 June	
<b>Opening Segment</b> 10:00 – 11:00	<ul style="list-style-type: none"><li>• H.E. Mr. Volkan BOZKIR, President of the 75<sup>th</sup> Session of the General Assembly</li><li>• H.E. Mr. António Guterres, United Nations Secretary-General</li><li>• H.E. Mr. Munir Akram, President of the Economic and Social Council</li></ul> <b>Stocktaking Segment</b> <ul style="list-style-type: none"><li>• Moderator: Ms. Lysa John, Secretary General, CIVICUS</li><li>• Ms. Alicia Barcena, Executive Secretary, United Nations Economic Commission for Latin America and the Caribbean</li><li>• Mr. Elliot Harris, Assistant Secretary-General for Economic Development, Department of Economic and Social Affairs</li><li>• Ms. Ana Patricia Munoz, Southern Voice Network, Executive Director, Grupo FARO</li></ul>

<p><b>Interactive Dialogue I</b> 11:00-12:00</p>	<p><b>Tackling the Structural Gaps</b></p> <ul style="list-style-type: none"> <li>• Moderator: Mr. Elliott Harris, Assistant Secretary-General for Economic Development and Chief Economist, Department of Economic and Social Affairs</li> <li>• Mr. Li Yong, Director General, United Nations Industrial Development Organization</li> <li>• The Honorable Marsha Caddle, M.P. and Minister in the Ministry of Economic Affairs and Investment in Barbados</li> <li>• Graduated Country (from low- to middle-income category)</li> <li>• Pamela Coke-Hamilton, Executive Director, International Trade Center</li> </ul>
<p><b>Interactive Dialogue II</b> 12:00-13:00</p>	<p><b>The UN Development System – new needs, new tools, new mechanisms to recover better</b></p> <ul style="list-style-type: none"> <li>• Moderator: Mr. Sherwin Bryce-Pease, UN Bureau Chief of the South Africa Broadcast Cooperation</li> <li>• Mr. Achim Steiner, Administrator of the United Nations Development Programme</li> <li>• Mr. Julien Harneis, UN Resident and Humanitarian Coordinator in Pakistan</li> <li>• Mr. Philippe Isler, Executive Director, Global Alliance for Trade Facilitation</li> </ul>

<b>Interactive Dialogue III</b> 15:00-18:00	<b>Financial Ecosystem - Trade and Debt</b> <ul style="list-style-type: none"> <li>• Moderator: Mr. Robin Ogilvy, Special Representative to the United Nations, Organisation for Economic Co-operation and Development</li> <li>• Mr. Jeromin Zettelmeyer, Deputy Director, Strategy Policy and Review Department, International Monetary Fund</li> <li>• Mr. Marcello Esteveao, Global Director, Macroeconomics, Trade and Investment Global Practice, World Bank Group</li> <li>• Mr. Jean-Marie Paugam, Deputy Director General, World Trade Organization</li> <li>• Ms. Isabelle Durant, Acting Secretary General, United Nations Conference on Trade and Development</li> </ul> <b>Financial Ecosystem - Financing the 2030 Agenda</b> <ul style="list-style-type: none"> <li>• Moderator: Mr. Robin Ogilvy, Special Representative to the United Nations, Organization for Economic Co-operation and Development</li> <li>• Mr. Richard Martinez Alvarado, Vice President for Countries, Inter-American Development Bank</li> <li>• Ms. Anne Simpson, Managing Investment Director for Board Governance and Sustainability, CalPERS</li> <li>• Ms. Sonja Gibbs, Managing Director and Head of Sustainable Finance, Global Policy Initiatives, Institute of International Finance</li> <li>• Ms. Preeti Sinha, Executive Secretary, United Nations Capital Development Fund</li> <li>• Mr. Navid Hanif, Director, Financing for Sustainable Development Office, Department of Economic and Social Affairs</li> </ul>
<b>18 June</b>	
<b>Plenary Segment</b> 15:00-18:00	National perspectives, lessons learnt, and best practices

**GENERAL ASSEMBLY - SEVENTY-FIFTH SESSION**

**High-level meeting of the General Assembly on  
Middle-Income Countries (resolution 74/231)**

**LIST OF SPEAKERS**

**Thursday, 17 June 2021, 10:00 AM  
General Assembly Hall**

- |   |                             |
|---|-----------------------------|
| 1. <b>GUATEMALA (HS)</b><br>(on behalf of the Like-Minded<br>Group of Countries Supporters of<br>Middle-Income Countries) | 21. <b>VIET NAM (VM)</b>    |
| 2. <b>PHILIPPINES (HS)</b>  | 22. <b>EL SALVADOR (VM)</b> |
| 3. <b>COSTA RICA (HS)</b>   | 23. <b>KENYA (VM)</b>       |
| 4. <b>COLOMBIA (VP)</b>   | 24. <b>NAMIBIA (HL)</b>     |
| 5. <b>ANTIGUA AND BARBUDA (HG)</b>  | 25. <b>EUROPEAN UNION</b>   |
| 6. <b>LEBANON (DPM)</b>   | 26. <b>EGYPT</b>            |
| 7. <b>NORTH MACEDONIA (DPM)</b>   | 27. <b>MOROCCO</b>          |
| 8. <b>ECUADOR (M)</b>   | 28. <b>PAKISTAN</b>         |
| 9. <b>HONDURAS (M)</b>  | 29. <b>MALDIVES</b>         |
| 10. <b>CHILE (M)</b>  | 30. <b>CANADA</b>           |
| 11. <b>PANAMA (M)</b>   | 31. <b>URUGUAY</b>          |
| 12. <b>MEXICO (M)</b>   | 32. <b>UZBEKISTAN</b>       |
| 13. <b>BELARUS (M)</b>  | 33. <b>INDONESIA</b>        |
| 14. <b>SEYCHELLES (M)</b>   | 34. <b>UNITED STATES</b>    |
| 15. <b>DOMINICAN REPUBLIC (M)</b>   |                             |
| 16. <b>PERU (M)</b>   |                             |
| 17. <b>SPAIN (M)</b>  |                             |
| 18. <b>CUBA (VM)</b>  |                             |
| 19. <b>RUSSIAN FEDERATION (VM)</b>  |                             |
| 20. <b>CAMBODIA (VM)</b>  |                             |

## ANNEX

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### Audio-Video Guidelines for Pre-Recorded Statements

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**Please read this entire document before submitting your pre-recorded video statement**

*Kindly note that all pre-recorded video statements should be submitted at **least four days** before the date that the statement is scheduled to be broadcast.*

*The link to upload the pre-recorded statements is provided on the e-deleGATE portal under “General Assembly/Plenary/Plenary Place”.*

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### Audio visual file general guidance for Broadcast and Conferences

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For technical questions, please call **+1 212 963 8648, Option 3.**

#### **Video**

**For file submission video quality preferably:**

- HD resolution of 1920 x 1080 pixels in an aspect ratio of 16:9
- 29.97 frames per second (60 fields) known as 1080i/29.97, top field first; colour sub-sampled at a ratio of 4:2:2 (8 bits per channel with 10 bits per channel preferred). As is common with MPEG4 or MOV files.

**Alternately file submission video quality as a minimum:**

- HD resolution of 1280 x 720 pixels in an aspect ratio of 16:9
- 30 frames per second (60 fields) known as 720p top field first; colour sub-sampled at a ratio of 4:2:2 (8 bits per channel with 10 bits per channel preferred). As is common with MPEG4 or MOV files.

#### **Audio**

- General recommendation is that material should conform to SMPTE 382M Standard or AES3
- The preferred bit depth for audio recording is 24 bits per sample. The minimum bit depth is 16 bits per sample.

- All audio should be recorded at a minimum sample rate of 48 kHz, although sampling at 96 kHz is encouraged. Recording or digitizing audio using an uncompressed lossless codec, such as WAV-PCM.
- Sound must be recorded with appropriately placed microphones, giving minimum background noise and without peak distortion.
- The audio must be free of spurious signals such as clicks, noise, hum and any analogue distortion.
- The audio must be reasonably continuous and smoothly mixed and edited. Audio levels must be appropriate to the scene portrayed and dynamic range must not be excessive. They must be suitable for the whole range of domestic listening situations.
- Surround and Stereo audio must be appropriately balanced and free from phase differences.
- The audio must not show dynamic and/or frequency response artefacts due to the action of noise reduction or low bit rate coding systems.
- Please kindly **refrain from including any background music** with the speech statement.

### **Interpretation requirements related to the pre-recorded video messages:**

1. Ensure the speaker speaks clearly and at a moderate pace to enable accurate interpretation;
2. Provide a copy of the text of the statement to **estatements@un.org**;
3. For languages other than an official UN language, *provide an audio recording of the interpretation into one of the UN official languages embedded in the video*. In addition, provide the text of your statement translated into one of the official languages.<sup>1</sup>

#### **IMPORTANT NOTE REGARDING ORIGINAL LANGUAGE STATEMENTS:**

**Please insert the original language audio into the left channel (or channel 1) of the video, and kindly include an official UN language translation in the right channel (or channel 2). English is the preferable UN language translation.**

**The audio should not be submitted in separate files. Both audio channels (original and official languages), should be embedded in the video file.**

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<sup>1</sup> In case of non-official languages, when a video address is played back and broadcast on the “floor” channel in the original language, the audio of the pre-recorded translation needs to be synchronously broadcast on the corresponding language channel.

## **File-Naming and Submission Guidelines**

Before submitting your video file, please use the following template for naming your file (without brackets):

**[Delegation or Country or Presenter Name]\_[EVENT DATE]\_[EVENT NAME].[extension]**     *(please exclude the brackets)*

Please follow the steps below for submitting your video file.

1. You should have received a link to the cloud storage space from your United Nations coordinator or representative. The link will take you to a web page like the one in the image below.

The image shows a web interface for submitting a video file. At the top, there is a text input field followed by the text "is requesting". Below this is a box containing the text "Meeting Title Text is Here". Underneath is a "Note from" label followed by another text input field. A light blue rounded rectangle contains the instruction "Please submit your prerecorded video statements here." Below this, the expiration date and time are shown: "Expires: Sun, Nov 1, 2020 1:10 PM". An orange box highlights the text "Allowed File Types: Video, Audio". The section "Standard Upload" features a large blue button with a plus icon and the text "File Upload". Below the button is the text "or drag and drop files". The "Aspera Upload (What's this?)" section includes a plus icon and the text "File Upload" inside a rounded rectangle.



2. Click on the blue **“File Upload”** button (Standard Upload), or drag-and-drop your video file into the dialog window.

Once you have selected or dragged-and-dropped your file, the following dialog window should appear. Click on the **“Show Metadata”** button.

is requesting

Meeting Title Text is Here

Note from

Please submit your prerecorded video statements here.

Expires: Sun, Nov 1, 2020 1:10 PM

Allowed File Types: Video, Audio  
File Metadata Requested: Please select files to add.

Expand All

+ Add Files

IMG\_6688.MOV

SHOW METADATA

1 File (3.1 MB)

Enter your email

Contribute 1 File

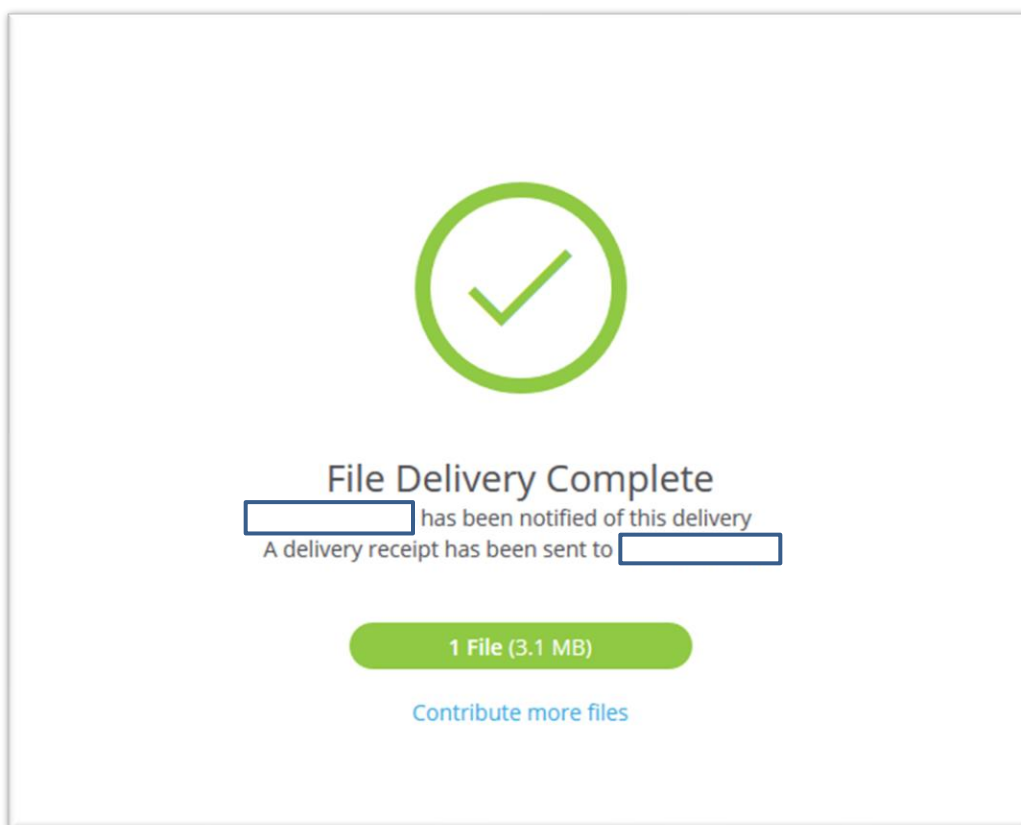
[Back to File Request](#)

3. You will then be prompted to enter a few mandatory metadata fields. *Please note that if you do not enter data in these fields, your file will not be accepted by the cloud upload service.* The information you are asked to enter is as follows in the image below. Enter the requested information and then enter your **email address** in the indicated field. Then, click on the blue **“Contribute 1 File”** button.

Your video file will be uploaded into the system.

The screenshot displays a web interface for uploading a file. At the top, there is a dashed blue box containing a blue plus icon and the text "Add Files". Below this, a file named "IMG\_6688.MOV" is shown with a "HIDE METADATA" link and a close icon. The metadata section contains four mandatory fields, each marked with a red asterisk: "Event Name", "Event Date", "Presenter Name", and "Country or Delegation Name". Each field has a corresponding text input box. Below the metadata fields, it states "1 File (3.1 MB)". At the bottom, there is a text input field labeled "Enter your email", a prominent blue button labeled "Contribute 1 File", and a blue link labeled "Back to File Request".

4. You will then see a progress bar indicator, followed by the dialog window below, indicating successful upload.



For technical questions, please call **+1 212 963 8648, Option 3.**