 United Nations	<h1 style="text-align: center;">General Assembly</h1> <p style="text-align: center;">Regular Process for Global Reporting and Assessment of the State of the Marine Environment, including Socioeconomic Aspects</p>
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Ad Hoc Working Group of the Whole of the General Assembly

The Eighteenth Meeting

United Nations Headquarters, New York

27 to 28 March 2023

INFORMATION FOR PARTICIPANTS

Participation

1. In accordance with paragraph 204 of General Assembly resolution 65/37 A of 7 December 2010, the meetings of the Ad Hoc Working Group of the Whole are open to:
 - a) Member States and Observers of the United Nations;
 - b) Relevant intergovernmental organizations and non-governmental organizations in consultative status with the Economic and Social Council (ECOSOC), in accordance with past practice of the United Nations; and
 - c) Relevant scientific institutions and major groups identified in Agenda 21 that request an invitation to participate in the meetings of the Ad Hoc Working Group of the Whole.
2. Requests for invitations from relevant scientific institutions and major groups identified in Agenda 21 should be sent to the Division for Ocean Affairs and the Law of the Sea (DOALOS) and include information on their relevance and competence in the matters addressed by the Ad Hoc Working Group of the Whole.
3. For information on how to obtain consultative status with the ECOSOC, please see the following website: <http://csonet.org/?menu=83>.

United Nations Grounds Pass

Member States

Registration (request for a United Nations grounds pass) of official delegations of Member States for the Ad Hoc Working Group of the Whole is handled by the United Nations Protocol and Liaison Service (Protocol Office) through the online “eRegistration system”, which is available through the e-deleGATE portal at (<https://edelegate.un.int>). Official delegations must go through the “designated eRegistration focal points” of their respective Permanent Missions in New York, who have access to the eRegistration system, to obtain United Nations grounds passes. Registration is now open through **17 March 2023**.

Delegations wishing to obtain information on the “eRegistration system” may refer to the updated “Guidelines on e-Registration” and “Frequently asked questions” on the Protocol website at <https://www.un.org/dgacm/en/content/protocol/meetings>.

Intergovernmental organizations

4. Representatives from intergovernmental organizations invited to attend the meetings of the Ad Hoc Working Group of the Whole should communicate their request to attend the meeting directly to the Protocol and Liaison Service at unprotocol@un.org, with a copy to the Division for Ocean Affairs and the Law of the Sea (DOALOS), Office of Legal Affairs (doalos@un.org, with copy to Ms. Elena Temnova temnova@un.org and Mr. Akhmad Sani akhmad.sani@un.org), for issuance of grounds pass, which will allow access to United Nations premises. Communications should include the names and contact details of the representatives of the intergovernmental organization concerned.


5. Representatives from intergovernmental organizations that have maintained an office in New York or have enrolled in the eRegistration system should follow the same registration procedure as Member States by using the eRegistration system.

6. Representatives of intergovernmental organizations must pick up their United Nations grounds pass directly from the United Nations Pass and Identification Unit at 320 East 45th Street (between 1st and 2nd Avenue) on the ground floor, prior to attending the meeting. A hard copy of that email must be presented by the representatives together with a valid passport or Government photo ID to the United Nations Pass and Identification Unit for the issuance of a UN grounds pass.

7. Representatives from intergovernmental organizations that do not have an office in New York or have not enrolled in the eRegistration system should register for the meeting by submitting a letter stamped and signed by the head of the organization (with the names and functional titles of the delegation attending the meeting) to the Division for Ocean Affairs and Law of the Sea (Att. Ms. Elena Temnova, email: temnova@un.org, copied to doalos@un.org), in order to obtain an event pass for access to the United Nations premises. A suggested template for such communication is attached hereto. Details of the distribution of the event passes for registered participants will be communicated in due time.

Non-governmental organizations and relevant scientific institutions and major groups identified in Agenda 21

8. Representatives of non-governmental organizations in consultative status with the Economic and Social Council (ECOSOC) must provide the name of the organization they represent, exactly as listed in the integrated Civil Society Organizations (iCSO) System database: <https://esango.un.org/>. Failure to do so may delay or result in the rejection of the requested registration. For the issuance of United Nations grounds passes for non-

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governmental organizations with consultative status with ECOSOC, please visit <http://csonet.org/?menu=86>.

9. Other non-governmental organizations, relevant scientific institutions, and major groups identified in Agenda 21 invited to attend the meeting should provide the names and contact details of their representatives by **10 March 2023** to the Division for Ocean Affairs and the Law of the Sea (doalos@un.org, with copy to Ms. Elena Temnova temnova@un.org and Mr. Akhmad Sani akhmad.sani@un.org) for issuance of United Nations grounds passes in order to have access to United Nations premises.

10. DOALOS will communicate directly to the non-governmental organization representatives where and when their United Nations grounds pass may be picked up. A valid passport or Government photo ID identifying the representative should be presented at the time of pick-up of the grounds pass.

Side Events

11. Requests to hold side events during the meeting of the Ad Hoc Working Group of the Whole must be communicated in writing to the Division for Ocean Affairs and the Law of the Sea (doalos@un.org, with a copy to Ms. Elena Temnova temnova@un.org and Mr. Akhmad Sani akhmad.sani@un.org), no later than **1 March 2022**. They must be accompanied with an indication of the title, organizing institution(s) and preferred date for the event. A suggested template for requests for a side event is provided below. Unless otherwise indicated, the lunch-time side events are held from 1:15 PM to 2:45 PM.

12. Applicable United Nations rules and regulations require payment for services rendered by the Facilities and Commercial Services Division, Department of Operational Support, when holding side events. Booking of side events will be considered final by the secretariat only upon the fulfillment of all necessary requirements by the sponsor(s) of the event.



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Annex

Template of letter to the United Nations Protocol and Liaison Service from intergovernmental organizations without a liaison office in New York

[Letterhead of the Intergovernmental Organization]

[Date]

Dear Sir/Madam,

Pursuant to General Assembly resolution 77/248 and further to the letter of invitation dated [DATE], which was sent by the Division for Ocean Affairs and the Law of the Sea, Office of Legal Affairs, United Nations, we hereby inform you that the [official name of the organization] wishes to attend the meeting of the Ad Hoc Working Group of the Whole on the Regular Process for Global Reporting and Assessment of the State of the Marine Environment, including Socioeconomic Aspects, which will take place in New York, from 27 to 28 March 2023.

The [official name of the organization] will be represented by Mr./Ms. [full name of the representative, which should be consistent with the name in his/her official identification document, e.g.. passport] at the meeting. A duly completed form SG6 for issuance of grounds passes for temporary meetings is attached.

Thank you for your assistance in issuing a United Nations grounds pass to the above representative(s) for the duration of the meeting.

Yours sincerely,

[signature and name and title of the head
of the organization]

[official name of the organization]

[official seal of the organization]

Division for Ocean Affairs and the Law of the Sea
Att. Ms. Elena Temnova
United Nations New York, NY 10017



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Ad Hoc Working Group of the Whole
27 to 28 March 2023

United Nations, New York

Side Event Request Form

PLEASE PRINT ALL ENTRIES IN BLOCK LETTERS.

Name of requesting organization: _____

Contact Person: _____

Telephone(s): _____

E-mail: _____

Title of the Side Event (Please attach separate sheet with detailed description, including organizing partners, thematic focus and potential speakers)

Preferred date (Please indicate more than one option)

Priority	Date
First option	
Second option	

Equipment and services (please note that laptops are not provided)

Projector for PowerPoint presentation

☐
☐

Projector for video playback (please provide format)

☐
☐

Room screen

Sound (in room microphones)

The costs related to the use of the above equipment and services will be covered by:

(Name of the Organization and/or sponsor)

Signed by: _____

(Please print full name and title below the signature line)

Please e-mail to doalos@un.org with copy to temnova@un.org and akhmad.sani@un.org by **1 March 2023**