

GUIDE TO PARTICIPATION

Seventh Session of the Committee on Social Development 6-8 September 2022

This guide includes information to assist delegates attending the seventh session of the Committee on Social Development with their preparations and to facilitate their participation. The Committee on Social Development will take place from 6 to 8 September 2022 in a hybrid modality at the United Nations Conference Centre in Bangkok and virtually through KUDO videoconference platform.

Letter of credentials and online registration

All delegations are required to submit a letter of credentials, duly signed by the appropriate authority of the respective Government, at the earliest convenience but before 8 August 2022. Letters of credentials can be sent to the Social Development Division via email to escap-sdd@un.org. Only delegates who appear on the credentials will be recognized in the list of participants.

Each delegate who appears in the aforementioned letter of credentials is required to register online at <https://indico.un.org/e/CSD7> as soon as possible but before 15 August 2022. Only registration of accredited delegates will be accepted.

In-person participation

Each member of the Commission will in principle be allocated one seat with a microphone plus two additional seats, while associate members and other Member States that are permanent observers of the Commission will be allocated one seat with a microphone plus an additional seat. Observer organizations will also be allocated one seat with a microphone, based on availability.

Delegates wishing to attend in person should register at <https://indico.un.org/e/CSD7> as soon as possible but before 15 August 2022. Only delegates that appear in the letter of credentials and have duly registered will be issued a meeting badge and allowed into the room. Delegates are also required to complete the [Health Declaration Form](#) prior to entering the UN ESCAP premises and provide emergency contact details.

The secretariat continues to monitor the situation in relation to the COVID-19 pandemic and the arrangements for the physical participation of delegates may be updated in light of the prevailing conditions.

KUDO connection and virtual participation

Given the technical limitations of conducting the session through a virtual platform and in view of the mandates and operational requirements, members and associate members of the Commission will be provided up to three KUDO connections. Permanent observers, other entities, intergovernmental organizations and stakeholders will be provided one KUDO connection on request and upon availability.

All stakeholders, including observer organizations, intergovernmental organizations, UN entities, other entities and non-governmental organizations that wish to observe the proceedings may do so via broadcast at a link to be published on the website of the Committee on Social Development <https://www.unescap.org/events/2022/committee-social-development-seventh-session>.

Delegates are requested to complete the Speaker Request Form to identify which members of the delegations will have a speaking role during the session. The form should be submitted to escap-sdd@un.org as soon as possible but before 15 August 2022. The secretariat will send a link to the KUDO session only to those accounts identified on the form. Please note that the KUDO link is not transferable.

The KUDO technical guide will be shared with members of each delegation assigned to speak during the session. Delegates who receive KUDO link will also be invited to a Test Run prior to the session to test their connections and ensure a smooth virtual participation.

Country interventions

The Committee on Social Development will be recorded. By joining the session, participants consent to the recording and streaming of the event.

Delegations who wish to deliver their country statement under agenda items are kindly requested to complete Speaker Request Form. The form should be submitted to escap-sdd@un.org as soon as possible but before 15 August 2022.

For the session to proceed as smoothly as possible, given time constraints, it is requested that interventions should be brief (3 minutes) and focus on the substantive agenda items only and directly address the specific issues for discussion. This will allow the Chair to give an opportunity to all countries to present their point of view and contribute to the discussions. Written statements can be submitted to the secretariat at escap-sdd@un.org and will be uploaded to the Committee website after the closing of the meeting.

Documents and interpretation

Pre-session documents are available in Chinese, English, French and Russian and will be posted on the documents page of the Committee website.

The KUDO videoconferencing platform provides live simultaneous interpretation in the four official languages of the Commission. Details on how to choose an interpretation channel will be provided in the KUDO participation guide distributed to confirmed participants. International sign language interpretation will be provided for the duration of the Committee. Real-time captioning will also be made available when the session begins.

Paperless meetings

Please note that, in accordance with ongoing efforts of the United Nations towards a paperless Secretariat, printed official meeting documents are no longer provided.