

EXECUTIVE BOARDS OF UNDP/UNFPA/UNOPS, UNICEF, & UN-WOMEN

Modalities for In-Person Closing Sessions

1. BACKGROUND

- All UN entities in UN headquarters, including the Executive Boards of UNDP/UNFPA/UNOPS, UNICEF, and UN-Women, continue to be guided by the UN Secretariat's Division of Healthcare Management and Occupational Safety and Health (DHMOSH) with regards to measures put in place due to Covid-19 to ensure the health and safety of participants in UN meetings.
- The Bureaux of the Executive Boards of UNDP/UNFPA/UNOPS, UNICEF, and UN-Women have agreed that within the framework of relevant guidance issued by DHMOSH, the closing sessions of the 2021 second regular sessions may be held-in person in a hybrid modality. This possibility will be confirmed closer to the respective sessions, taking into account the guidance referred to above as well as factors such as logistics.

2. PROPOSED MODALITIES FOR IN-PERSON CLOSING SESSIONS

- If the Executive Boards of UNDP/UNFPA/UNOPS, UNICEF, and UN Women decide to proceed with in-person closings for their Second Regular Sessions, below are the proposed modalities for these meetings:
 - **Location & time:** The Trusteeship Council Chamber has been reserved for the session closings for UNDP/UNFPA/UNOPS on 2 Sept., at 3 p.m.; UNICEF on 10 Sept. also at 3 p.m.; and UN-Women on 15 Sept. at 3 p.m. The meeting will be a hybrid format, so those not joining in person will be able to join the meeting virtually using the same Zoom link they have used for the previous segments.
 - **Capacity:** The latest guidance from the UN Department of Operational Support (DOS) from 23 July gives meeting organizers the flexibility to impose limits on meeting attendance as they deem suitable. Therefore, in the interest of the health and safety of all participants, it is proposed to maintain social distancing in the Trusteeship Council Chamber and to cap the number of in-person participants to 75.
 - **Masks:** All Member States are strongly recommended to wear masks. Board Secretariat staff servicing the meeting will be required to wear masks. Per the guidance from DOS, all meeting attendees are required to wear a mask in common areas indoors, including elevators and restrooms.
 - **Participation:**
 - All Board members and observers will be required to send an e-mail from their delegation expressing their intention to attend the closing of the session in-person or virtually. The name and title of the representative should be indicated as well. The deadline for this will be COB on the first day for each of the respective Board sessions.
 - Each Board Member is guaranteed 1 seat. Participation of Permanent Representatives, Deputy Permanent Representatives, and Chargé d'Affaires is encouraged.
 - Facilitators who are not members of the Board are also guaranteed 1 seat.
 - Observer delegations will each have 1 seat on a first come/first served basis based on the order in which confirmations are received, with priority given to Permanent Representatives, Deputy Permanent Representatives, and Chargé d'Affaires indicating their intention to join the closing session in-person. Once capacity numbers have been reached, all other delegations will be kindly asked to join the meeting virtually.