



20MSP | Twentieth Meeting of the States Parties
21-25 November 2022, Geneva

Twentieth Meeting of the States Parties to the Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Anti-Personnel Mines and on Their Destruction

Geneva, 21-25 November 2022

Information for Participants¹



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¹ Information as of 1 October 2022.

² first photo <https://www.geneve-int.ch/fr/node/4155>



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1. Date and Venue

The Twentieth Meeting of the States Parties (20MSP) will be held from 21 to 25 November 2022 in **Room XVIII**, 1st floor, E building of the Palais des Nations, United Nations Office at Geneva (UNOG), Avenue de la Paix 8-14, 1211 Geneva 10, Switzerland.

The 20MSP will be presided over by Alvaro Enrique Ayala Melendez, Ambassador and Chargé d'affaires a.i. at the Permanent Mission of Colombia in Geneva.

2. Access to the Palais des Nations by taxi, bus or tram

The entrance of the Palais des Nations is located at the Peace Gate, on Place des Nations.

The nearest bus stop to the Peace Gate is *Nations*. It is located on the Place des Nations near the Broken Chair statue and the alleyway of flags. You can take a direct bus or tram to reach the *Nations* stop on the following bus lines: 5, 8, 11, 20, 22, 28, F, V and Z, as well as Tram 15.

There are no parking facilities for conference participants, except for Permanent Mission delegates in possession of a valid parking permit.

3. Accessibility

Persons with disabilities are automatically granted priority access upon arrival to Peace Gate. They are also given a map of the Palais <https://www.ungeneva.org/en/about/map> which indicates accessible doors, elevators, and restrooms. The Palais des Nations is undergoing renovation and accessibility is currently more limited.

³ <https://www.rts.ch/info/regions/geneve/7076498-la-suisse-prete-400-millions-pour-la-renovation-du-palais-des-nations.html>

Accessible Doors

Open access 7:00 a.m. - 7:00p.m.: Doors C6 | E40 | H60

Accessible Toilets

Door C6 | Ground floor, 1st, 2nd, 3rd and 4th floors

Door E40 | 1st, 3rd and 6th floors

For more information, please visit:

UNOG accessibility: <https://www.ungeneva.org/en/about/accessibility/guide>.

Accessibility in Geneva: <https://www.ohchr.org/en/hr-bodies/hrc/info-about-accessibility>

4. Programme and documents of the 20MSP

The 20MSP programme as well as all other documents for the meeting can be found on the Convention's website at <https://www.apminebanconvention.org/en/msp/twentieth-meeting-of-the-states-parties/>

5. Timing of plenary sessions

Plenary sessions will be held each day from 10:00 to 13:00 and from 15:00 to 18:00.

6. Format of the meeting

The 20MSP will be held in person.

Participants can follow the proceedings of the meeting remotely in the following manner:

Through UN WebTV <https://media.un.org/en/webtv> (UNOG Room XVIII)

Through UN Listen Live <https://listen-live.unog.ch/en/> (audio)

7. Working Languages

In keeping with the Convention's practices, simultaneous interpretation during plenary sessions will be available in Arabic, Chinese, English, French, Russian and Spanish.

8. Statements and presentations

If your delegation wishes to speak under a particular agenda item, please send an email to the ISU to be included in the list of speakers isu@apminebanconvention.org

We kindly ask all delegations to please upload copies of their statements / presentations to <https://isu.portal.massive.app> in advance of the meeting to facilitate the work of the interpreters

9. Opening ceremony

As part of the official 20MSP programme, a ceremonial opening will take place on Monday 21 November from 10:00 to 11:00.

In keeping with past practice, brief addresses will be delivered by or on behalf of the UN Secretary General, the President of the International Committee of the Red Cross, the International Campaign to Ban Landmines and the President of the Council of Foundation of the Geneva International Centre for Humanitarian Demining, amongst others.

10. Opening reception

All delegates are invited to an opening reception hosted by Switzerland, the Canton and City of Geneva and the 20MSP President. Additional information on the time/date for the opening reception will be provided ahead of the meeting.

11. Participation

As per established practice, each delegation must officially notify the Executive Secretary of the Twentieth Meeting of the States Parties (i.e. Peter Kolarov of the UNODA: apl@unog.ch) of the composition of its delegation.

In accordance with Article 11 of the Convention, States Parties present at the 20MSP are considered “Participants”. Other States may attend as “Observers”. Also according to Article 11 of the Convention and the rules of procedure for Meetings of the States Parties, relevant international organisations or institutions and regional organisations may attend and participate as “Observers”

- **States Parties wishing to participate** should send, through their Permanent Mission, a note verbale to the United Nations Office for Disarmament Affairs informing on their intention to participate in the 20MSP and listing all participants, with indication of full name and title of the members of the delegation. The head of delegation should be clearly indicated.
- **States not party wishing to participate as observers** should send, through their Permanent Mission, a note verbale to the United Nations Office for Disarmament Affairs informing on their intention to participate in the 20MSP and listing all participants, with indication of full name and title of the members of the delegation. The head of delegation should be clearly indicated.
- **The United Nations Secretariat, UNHCR, UNDP, UNICEF, WHO, WFP, the International Committee of the Red Cross and the International Federation of the Red Cross and Red Crescent Societies, the Sovereign Order of Malta, the International Campaign to Ban Landmines, and the Geneva International Centre for Humanitarian Demining wishing to participate as observers** should send a letter to the United Nations Office for Disarmament Affairs stating their interest to participate in the 20MSP and listing all participants, with indication of full name and title of the members of the delegation. The head of delegation should be clearly indicated.
- **Other organisations** (non-profit international organisations, regional organisations and non-governmental organisations) may request to attend as observers, subject to approval of the 20MSP. The purpose and activities of these organisations should be consistent with the object and purpose of the Convention. Such organisations wishing to participate as observers should send a letter stating the organisation’s interest in participating and requesting an observer status. The letters should list the names and titles of the members of the delegation and clearly indicate the head of delegation. Observer status will be considered by the Coordinating Committee and will be granted by a decision of the 20MSP at its opening session on 21 November.
- The notification of the representatives of non-governmental organisations, which are members of the **ICBL-CMC**, is done by the ICBL-CMC. Members of these organisations wishing to participate should contact the ICBL-CMC directly hector@icblcmc.org
- All official notifications should be forwarded, if possible, no later than **Friday 11 November 2022** to:

APLC Secretariat, Twentieth Meeting of States Parties
United Nations Office for Disarmament Affairs (Geneva Branch)

Palais des Nations
1211 Geneva 10,
Switzerland
E-mail: apl@unog.ch

12. Registration and access to the Palais des Nations

Each delegate must have a valid United Nations grounds pass to enter the Palais des Nations. Participants already possessing a United Nations badge may proceed directly to the meeting room.

If you do not already have a UN badge, you need to register for the 20MSP in the online *Indico* system at <https://reg.unog.ch/user/register> using the following instructions:

Step 1: You must create an account if you do not have one yet.

Account creation

Recommended browsers are **Firefox, Chrome and Microsoft Edge.**

1. Go to <https://reg.unog.ch/user/register>
2. Fill out the account creation form then click on Confirm
3. You should receive an email with an activation link. Click on that activation link
4. Your account is now activated

A Youtube video tutorial of this process is available at: <https://youtu.be/AUSGE6bNKQQ>

Step 2: Register for the 20MSP

Registration

1. At this stage, you have already created and activated your account on the new UNOG online registration and accreditation system (One time exercise)
2. Go to the 20MSP registration page <https://indico.un.org/event/1001138/>
3. Click on the button "Register now" - If you are not already logged in, you will be redirected to the login page where you can log in using your username (email) and password
4. Fill out the registration form and click on Submit
5. Once you are registered, you will receive an email informing you that your registration has been received and is pending approval
6. As soon as the Secretariat approves your registration, you will receive a confirmation email with a QR code
7. Please bring your QR code along with you, on your mobile phone or printed on a paper, when you come to the Palais des Nations in Geneva. Participants can pick up their badges from the Villa Les Feuillantines, Avenue de la Paix 13, 1211 Genève 10, Open Monday to Friday from 8h00 to 16h45.
8. A User Guide for participants is available for reference:
https://reg.unog.ch/ihelp/pdf/unog/UNOGIndico_Participants_UserGuide.pdf
For any additional queries, please contact apl@un.org.

Youtube video tutorial for step 1 and 2:

<https://youtu.be/MK2yizBgZVs?list=PLY384ftLF13LIX2piOvtUGItG-Wgj5hUI>

Participants registering for the first time will need to upload a scanned copy of their passport or national identification card and a passport-quality photo. All participants will need to upload a copy of the registration

note verbale or registration letter. If the requested documents are not attached, the system will reject the application.

Participants who have already registered for a previous meeting at UNOG, can simply log in to their existing account in Indico and register for the 20MSP.

13. Press / Media

Media representatives are requested to contact the Implementation Support Unit (ISU) for further information: Tel: 0041-22-730-9346, press@apminebanconvention.org. Delegations wishing to organise a press conference should also contact the ISU.

14. Exhibition Spaces

Space will be available at the conference venue for exhibitions. For more information, please contact the ISU at isu@apminebanconvention.org.

15. Side Events

Due to major ongoing renovations at the Palais des Nations, a limited number of meeting rooms is available this year. Up to two side events can take place each day from 21 to 25 November from 13:00 to 15:00. To request a side event space as well as catering for your side event, please contact isu@apminebanconvention.org.

16. Communications

Free Wi-fi is available in the Palais des Nations. A number of computers are available to delegates in delegates' lounge area.

17. Meals

A range of foods and beverages is available at the Palais des Nations from the following places:

Main Cafeteria, Building A, Level 0
Open Monday to Friday 11:30am to 2pm

Bar Serpent, Building E, Level 1
Open Monday to Friday 8h30 to 14h30

A **vending machine** is available in Building E. It is located on Level 1 around the corner from the Bar Serpent.