



HIGH-LEVEL POLITICAL FORUM ON SUSTAINABLE DEVELOPMENT

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Information Note on the arrangements for the 2024 High-level Political Forum and the High-level Segment of the Economic and Social Council (8-18 July 2024, New York)

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1. Overview

The 2024 High-level Political Forum on Sustainable Development (HLPF) will be convened under the auspices of the Economic and Social Council (ECOSOC) from Monday, 8 July 2024 to Friday, 12 July 2024 in New York. The High-Level Segment of the Economic and Social Council, including the Ministerial Segment of the HLPF will be held from Monday, 15 July, to Thursday, 18 July 2024. The theme will be “**Reinforcing the 2030 Agenda and eradicating poverty in times of multiple crises: the effective delivery of sustainable, resilient and innovative solutions**”. The HLPF in 2024 will review in-depth SDGs 1, 2, 13, 16 and 17.

The HLPF in July 2024 will be the first HLPF under the auspices of ECOSOC to be held after the 2023 SDG Summit - the HLPF convened under the auspices of the General Assembly on 18-19 September 2023. The 2024 HLPF will follow up on the Political Declaration and other outcomes of the SDG Summit. It will also contribute to the preparations for the Summit of the Future, to be held in September 2024. The HLPF will draw on the lessons learned, good practices, and experience of the 37 countries conducting Voluntary National Reviews (VNRs).

Format:

All official meetings of the 2024 HLPF and the High-level Segment of ECOSOC will be held **in-person** at the UN Headquarters in New York.

Venue:

The opening of the HLPF and the townhall meeting in the morning of Monday, 8 July 2024, the opening of the Ministerial Segment of HLPF and the High-level Segment of ECOSOC and the beginning of the general debate in the morning of Monday, 15 July will be held in the **General Assembly Hall**.

Other official meetings of the HLPF will be held in **Conference Room 4** (accessible via the first basement or the visitors’ lobby on the ground floor of the Conference Building) and the **Trusteeship Council Chamber**.

The last day of the High-Level Segment of ECOSOC on 18 July will be held in the **ECOSOC Chamber**.

It is recommended to consult the UN Journal for the most up-to-date information on the HLPF meeting venues: <https://journal.un.org/>.



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Participation:



Ministerial or higher-level participation is encouraged throughout the HLPF and the High-Level Segment of ECOSOC. Countries are encouraged to present their Voluntary National Reviews (VNRs) at a ministerial or higher-level and to include representatives of various ministries and sectors in their delegations. All delegations are encouraged to ensure diverse and inclusive compositions of their delegations to bring a variety of voices and viewpoints to the forum.



Delegations are strongly encouraged to include youth delegates in their official delegations. Delegations are invited to inform DESA's Programme on Youth Unit (Savareses@un.org, Kohei.Yamada@un.org) of the youth delegates' names, dates of birth and emails to ensure they receive relevant information. For more details, visit [DESA's website](#). The provision of this information is separate from the need to register the youth delegates (See "Delegation of States" under section 3 on "Registration").



Further information on inscribing in the list of speakers for the general debate of the ministerial days of the HLPF and the High-level Segment of ECOSOC to be held from Monday, 15 July, to Wednesday, 17 July 2024, is provided below.

Voluntary National Reviews:



From 12 to 17 July, the HLPF will hear presentations from 37 VNR countries. ([VNRs | High-Level Political Forum 2024 \(un.org\)](#)). A schedule of the presentations is available on the HLPF website as part of the updated [HLPF programme](#). All VNR reports will be posted online at [Countries | High-Level Political Forum](#), as they are received.

In an effort to maximize the value of the VNR process and allow for more time for meaningful and interactive discussions with the presenting countries, additional time has been allocated for Q&A. First time presenters will have 15 minutes for their presentation and around 20 minutes for Q&A. The second and third timers will have 10 minutes for their presentation and around 15 minutes for Q&A and will present in a panel format.

During the allotted time for questions and answers, there will be an opportunity for a limited number of questions and comments by participating States and stakeholders. At the end of the session, the VNR countries will be given a few minutes to respond to the interventions made. In case of lack of time, written responses can also be provided, if decided by the VNR country.

2. Access to the UN premises and meeting rooms

Access to the UN Headquarters requires a valid UN grounds pass or a valid Laissez-Passer.



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To facilitate participation in the meetings, the business hours of the **UN Pass and ID Unit** located at 320 East 45th Street have been extended as follows:

- Monday, 08 July from 8:00 AM – 4:00 PM;
- Tuesday, 09 July 8:00 AM – 2:00 PM and
- Monday, 15 July from 8:00 AM – 2:00 PM.



On all other days, the UN Pass and ID Unit will maintain normal office hours from Monday through Friday, 9:00 AM to 2:00 PM (Tel: 1-212-963-7533).



- **Participating States' Delegations, IGOs and UN system entities** may check in and collect their passes at the UN Pass and ID Unit, located at 320 East 45th Street, between 9:00 A.M. and 2:00 P.M. Monday through Friday.



- Delegations of participating States, UN Observers including IGOs, and specialized agencies and related organizations will have access to the GA Hall, CR4, ECOSOC Chamber and Trusteeship Chamber with the UN grounds pass provided by the UN Protocol service.



- Specifically for **UN system entities**:

Access to UN Headquarters: No specific HLPF passes will be issued to UN staff members from Headquarters or coming from the field to access the UN compound. UN system staff members coming from offices away from headquarters should contact their respective Pass and ID office to inquire whether their badge could be encoded for HQ. UN staff members holding a valid Laissez-Passer will have access to the UN compound and all HLPF related activities, contingent on seating availability, and with the exception of the Second Floor of the Conference Building.

Access to the ECOSOC and Trusteeship Chambers: No access to the Second Floor will be possible, unless access has already been granted by virtue of the nature of the UN staff member's work. For bilateral meetings taking place in the North Delegates Lounge on the Second Floor, it is advised that other arrangements are explored or that UN staff members request colleagues with access to the Second Floor accompany them. ECOSOC and Trusteeship Chambers may be accessed from the 3rd floor.

Access to the GA Hall: Executive Heads of UN system entities with gold "S" grounds passes or VIP passes will have access to the main floor of the GA Hall. Access to the gallery (3rd floor) of the GA Hall does not require secondary passes for UN staff members.



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Access to CR4: No additional (secondary) passes will be required to access CR4 for UN system staff members other than a UN grounds pass or a valid Laissez-Passer.

- **Major groups and other stakeholders (MGoS):** Representatives of MGoS should register through their focal points by **27 June 2024**. Contact information for all MGoS focal points can be found [here](#). Please reach out to the co-chairs of the coordination mechanism for MGoS with questions on participation: [Rashima Kwatra](#); [Oli Henman](#)
- **Approved representatives of non-governmental organizations in consultative status with ECOSOC** will be issued specific badges for the HLPF upon presentation of a passport or a valid government-issued photo ID and a copy of the approval letter. Please note that passes are non-transferable and will be issued in the name the participants registered with.
- **Keynote speakers, moderators, panelists, and lead discussants** will be contacted individually by the HLPF Secretariat with instructions pertaining to their arrival, check-in and access to the conference rooms.
- **The HLPF badges should be worn at all times on UN premises.** Please ensure that you have a government issued valid photo ID on you. Please allow at least 15 minutes for mandatory security screening.

Participants may access UN Headquarters at the following points:

Staff entrance (located at 42nd St and First Avenue)	Visitors' entrance (located at 46th St and First Avenue)	
✓	✓	Delegations
✓	✓	Observers, incl. IGOs, and UN system entities
	✓	Major groups and other stakeholders
	✓	Speakers, Panellists, Invited Guests





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The Visitor Entrance, located at 46th Street and First Avenue, will be open as follows:

Monday, 8 July:	8:00 AM – 7:00 PM
Tuesday, 9 July:	8:00 AM – 7:00 PM
Wednesday, 10 July:	8:00 AM – 7:00 PM
Thursday, 11 July:	8:00 AM – 7:00 PM
Friday, 12 July:	8:00 AM – 7:00 PM
Monday, 15 July:	8:00 AM – 7:00 PM
Tuesday, 16 July:	8:00 AM – 7:00 PM
Wednesday, 17 July:	8:00 AM – 7:00 PM
Thursday, 18 July:	8:00 AM – 7:00 PM



3. Registration, seating arrangements and list of participants

In accordance with General Assembly resolution 67/290, the HLPF is open to all States Members of the United Nations and States members of specialized agencies, entities and organizations having received a standing invitation to participate as observers in the General Assembly, UN entities, major groups and other relevant stakeholders.

Registration is required for the purpose of requesting a UN grounds pass. In addition, delegations of participating States, observers and UN entities should submit the composition of their delegations in the 'e-list of participants' module on e-deleGATE for inclusion in the list of participants.

All participants should be registered for the HLPF accordingly:

A. Delegations of States, Observers/Intergovernmental Organizations, Specialized Agencies, Related Organizations

Registration (request of UN grounds pass) of official delegations of **Member States, observers and intergovernmental organizations, as well as specialized agencies and related organizations**, will be carried out by the Protocol and Liaison Service of the United Nations. To obtain UN grounds passes for delegations participating in the meeting in-person, permanent missions/offices are required to submit their registration requests by using the **online eRegistration system**, available through the e-deleGATE portal at <https://edelegate.un.int>, **by the deadline: close of business on Friday, 28 June 2024.**



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Specialized agencies and related organizations are additionally requested to fill out this [online form](#) that will inform seating arrangements, **by the deadline: close of business on Friday, 28 June 2024.**

ECOSOC accredited IGOs should follow the instructions in paragraph B in the following [link](#).



Deadline for submission of registration requests to the Protocol Office is **close of business on 21 June 2024.**

Youth delegates as part of the official delegations, **who are under the age of 18 years old**, will not be processed via the eRegistration system. Please refer to the section “Participation” under the heading “1. Overview” above for proper registration of youth participants under 18 years old in order to obtain a youth pass issued by DSS.



Delegations wishing to obtain information on the system may refer to the updated “Guidelines on eRegistration” and “Frequently asked questions” sections posted on the Protocol and Liaison Service website (<https://www.un.org/dgacm/en/content/protocol/meetings>).



B. UN system entities (other than specialized agencies)

Registration of UN system entities (other than specialized agencies and related organizations) will be carried out through this [online form](#) **by the deadline: close of business on Friday, 28 June 2024.**

Registration of Resident Coordinators (RC) and UN staff members of **RC Offices** requires a formal request sent by the Resident Coordinator to the UN Development Coordination Office. Please plan your communication so that UN DCO can timely submit the complete registration by the deadline of Friday, 28 June 2024.



C. Major groups and other stakeholders and NGOs in consultative status with ECOSOC

Registration for Major Groups and Other Stakeholders (MGoS) and NGOs in consultative status with ECOSOC to the 2024 HLPF is now open **until Thursday 27 June.**

Representatives of the MGoS are instructed to liaise directly with the MGoS Coordination Mechanism focal points for instructions on how to register. Contact information for all focal points is available [here](#).

Representatives of NGOs in consultative status with ECOSOC who are not working in collaboration with the MGoS Coordination Mechanism can register directly through the Indico



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system [here](#).

D. Invited speakers, panelists, and lead discussants

Invited speakers representing sectors of government should coordinate registration through their national delegations. Those representing non-governmental sectors will be registered by the HLPF secretariat.

E. Side Event Participants

Organizers of side events should request special events passes from the UN Department for Safety and Security (UNDSS) for those participants (including invited speakers and panelists who are not part of the official delegations*) in their events who are not in possession of a UN Grounds Pass (request to: Captain Dorcus Lourien: security_service_coordinator@un.org) **3 business days** prior to the holding of the event to allow processing of the request. Kindly title your communication “HLPF Side Event [COUNTRY/ ORGANIZATION]”.

***Invited speakers/panelists/participants for side events, who are not members of the official delegations will not be handled by the Protocol and Liaison Service.**

HLPF and ECOSOC High-level Segment Seating Arrangements

The seating of delegations in Conference Room 4, the General Assembly Hall and the Trusteeship Council Chamber will be according to the “all States formula”, followed by Observers/intergovernmental organizations, UN system entities, major groups and other stakeholders. The seating of delegations in the ECOSOC Chamber on 18 July will be according to the “ECOSOC protocol” with members of the Economic and Social Council followed by States not members of the Council, Observers/intergovernmental organizations, UN system entities and accredited NGOs.

Delegations, Observers and UN System representatives may access Conference Room 4 via the first basement or the visitor’s lobby on the ground floor of the Conference Building and the Trusteeship Council Chamber and ECOSOC Chamber through the 2nd floor of the Conference Building.

Representatives of major groups and other stakeholder may access Conference Room 4 via the visitors’ entrance and may access the Trusteeship Council Chamber and ECOSOC Chamber via the 3rd floor of the Conference Building.

The capacity of the conference rooms does not allow for all registered





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Observers/intergovernmental organizations and United Nations entities to have a seat with a microphone. Additional seating is available in the balcony, subject to limitations of room capacity.



Seating arrangements for the GA Hall:

- The format of participation for participating States is **3+3**. There will be limited additional seating available in the balcony on the 4th floor of the GA Hall on a first-come-first-served basis.
- The format of participation for Observers and IGOs will be **1+1**. There will be limited additional seating available in the balcony on the 4th floor of the GA Hall on a first-come-first-served basis.
- The format of participation for UN system entities, including specialized agencies and related organizations, will be **1+0**. There will be limited additional seating available in the balcony on the 4th floor of the GA Hall on a first-come-first-served basis.
- The format of participation for major groups and other stakeholders will be **1+0**. There will be additional limited seating available in the balcony on the 4th floor of the GA Hall reflecting special arrangements made for major groups and other relevant stakeholders.

Seating arrangements for the CR4:

- The format of participation for participating States is **1+1**. There will be limited additional seating available in the balcony (which is also accessible through the visitors lobby) on a first-come-first-served basis.
- The seating arrangements for the delegations presenting their Voluntary National Reviews have been discussed separately with the concerned delegations.
- The format of participation for Observers, IGOs and UN system entities, including specialized agencies and related organizations, will be **1+0**. There may be additional limited seating available in the balcony (which is also accessible through the visitors lobby) on a first-come-first-served basis. If your principal is a speaker in the meetings, the format will be 1+1.
- All efforts will be made to reflect in the CR4 floorplan the participation of UN system entities as informed through the responses to the [online form](#). Priority will be given to the entities that have a speaking role and to those that indicated intention to intervene in the meetings.
- The format of participation for major groups and other stakeholders will be **1+0**. There will be additional limited seating available in the balcony (accessible through the visitors lobby) reflecting special arrangements made for major groups and other stakeholders.



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List of participants

A. Delegations of States, Observers, Intergovernmental Organizations, Specialized Agencies and Related Organizations

Please note that registration of participants from participating States, Observers, IGOs, specialized agencies and related organizations through the online registration system is distinct from providing a delegation list for inclusion in the list of participants of the HLPF.

For inclusion in the list of participants, the following steps should be followed:

Delegations from participating States, Observers including Intergovernmental Organizations and other entities, Specialized Agencies and Related Organizations should register the names of representatives, alternate representatives and advisers through the **e-List of Participants** module on the e-deleGATE portal (<https://edelegate.un.int/>), **no later than 18:00 on Thursday, 18 July 2024**. The List of participants will be issued at the end of the 2024 session as document E/HLPF/2024/INF/1. (Please note that submitting a delegation list through the e-List of Participants module on e-delegate is not the same as meeting registration for the purpose of requesting a UN grounds pass and does not grant access to the premises for those without a valid UN grounds pass. In order to receive grounds passes, a separate registration step needs to be completed, as explained above under the heading “**Meeting Registration (Request for UN Grounds Pass)**”.)

Representatives of Observers/Intergovernmental organizations and the specialized agencies that do not have access to the e-List of Participants module on the e-deleGATE platform should send their delegation lists in both Word and PDF format to ecosocplace@un.org, **no later than 18:00 on Thursday, 18 July 2024**.

B. UN entities (other than specialized entities)

For inclusion in the list of participants, UN entities (other than specialized entities and related organizations) registered through the [online form](#) should provide the names of participants through the e-List of Participants module on the e-deleGATE portal (<https://edelegate.un.int/>) or by sending the delegation list in both Word and PDF format to ecosocplace@un.org, **no later than 18:00 on Thursday, 18 July 2024**.

Representatives of UN system entities that do not have access to the e-List of Participants module on the e-deleGATE platform should send their delegation lists in both Word and PDF format to ecosocplace@un.org, **no later than 18:00 on Thursday, 18 July 2024**.



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4. Provisional agenda, schedule of meetings and documentation

The provisional agenda, programme, annotated programme with speakers, the Secretariat's concept note, background notes for each thematic session and all other information for the forum are available on the HLPF website at [High-Level Political Forum 2024 \(un.org\)](https://www.un.org/en/development/desa/policy/hlpf2024/). The website is being updated frequently, and participants are invited to check for updates regularly.

All official documentation for the HLPF is available at the HLPF website

[Documentation | High-Level Political Forum 2024 \(un.org\)](https://www.un.org/en/development/desa/policy/hlpf2024/)

Documentation includes notably:

- Provisional agenda and documentation (E/HLPF/2024/1)
- Report of the Secretary-General on “Progress towards the Sustainable Development Goals” (A/79/79-E/2024/54)
- Report of the Secretary-General on “From summits to systemic change: progress in food systems transformation since the United Nations Food Systems Summit +2 Stocktaking Moment” (E/HLPF/2024/6)
- Report of the Secretary-General on “Reinforcing the 2030 Agenda for Sustainable Development and eradicating poverty in times of multiple crises: the effective delivery of sustainable, resilient and innovative solutions” (for ECOSOC high-level segment)(E/2024/52)
- Report of the Secretary-General on “Long-term impacts of current trends on the realization of the Sustainable Development Goals” (for ECOSOC high-level segment) (E/2024/55)
- Summary of the 2024 ECOSOC Coordination Segment
- Synthesis of submissions by functional commissions of the Economic and Social Council and other intergovernmental bodies and forums (E/HLPF/2024/4)
- Reports of the regional forums on sustainable development
- Discussion papers on the theme of the high-level political forum on sustainable development submitted by major groups and other stakeholders (E/HLPF/2024/2)



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- Note by the Secretary-General transmitting the progress report on the 10-year framework of programmes on sustainable consumption and production patterns
- Report of the Economic and Social Council forum on financing for development follow-up on its 2024 session (E/FFDF/2024/3)
- Co-Chairs' summary of the 2024 Multi-stakeholder Forum on Science, Technology and Innovation for the Sustainable Development Goals (E/HLPF/2024/7)
- Report of the Committee for Development Policy on its twenty-sixth session (24-8 March 2024) (E/2024/33)

Voluntary inputs from governments, inputs from ECOSOC functional commissions and other intergovernmental bodies and forums, and inputs from major groups and other stakeholders can be found at [Inputs to the High-level Political Forum on Sustainable Development | High-Level Political Forum \(un.org\)](#)

Information on side events, special events, VNR Labs and exhibitions is available on the meeting website: [High-Level Political Forum 2024 \(un.org\)](#).

5. General debate

The general debate will be held during the ministerial segment of the HLPF and the high-level segment of ECOSOC from 15 to 17 July 2024. It will focus on the theme “**From the SDG Summit to the Summit of the Future**”. It will allow Ministers and high-level representatives of participating States, as well as IGOs, UN system, accredited non-governmental organizations and major groups and other stakeholders to exchange experiences, lessons learned, policy guidance, transformative actions and initiatives on follow-up to the SDG Summit, as well as the sharing of priorities and expectations for the Summit of the Future.

The **list of speakers for the general debate** of the high-level segment of ECOSOC, including the ministerial segment of the high-level political forum on sustainable development convened under the auspices of the Council, opened on 10 June 2024 and will close by 17:00, on 10 July 2024. Requests for inscription on the list of speakers by participating States, Observers and UN entities should be submitted through the e-Speakers module in e-deleGATE. Observers and United Nations system entities that do not have access to the e-deleGATE portal should send their request, in writing, to the ECOSOC Affairs Branch (ecosocplace@un.org). An announcement in this regard was circulated through “ECOSOC Announcements” in the e-deleGATE portal on 4 June 2024.

To ensure proper interpretation into the UN official languages, written copies of all statements delivered in the HLPF and the High-level Segment of ECOSOC should be sent to



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estatements@un.org at least two hours in advance of delivery. Interpretation for statements not sent in advance may be impacted or suspended.

Delegations of States should inscribe to the general debate through the e-Speakers module of the e-deleGATE portal (edelegate.un.int). An automated email acknowledgement will be sent within one hour of receipt of request for inscription. The list of speakers will be maintained in accordance with customary protocol and on a first-come, first-served basis. Statements in the general debate should not exceed three minutes when speaking in a national capacity, and five minutes when speaking on behalf of a group of States. Statements other than those delivered by or on behalf of States should be limited to three minutes. In the interests of time management, automatic microphone cut-off may be implemented, as necessary.

Intergovernmental organizations and entities that have observer status with the General Assembly or the Economic and Social Council; and United Nations system entities, wishing to inscribe in the list of speakers and that have access to the e-deleGATE portal should submit their requests through the e-Speakers module. Those entities that do not have access to the e-deleGATE portal are asked to send their request, in writing, to the ECOSOC Affairs Branch (ecosocplace@un.org). Statements in the general debate should not exceed two minutes.

6. Interventions in interactive discussions

For the interactive discussions, accredited participants are invited to request the floor during discussions of the HLPF and the High-level Segment of ECOSOC by pressing the microphone button on the console.

Given the limited time available and in order to allow the maximum number of participants to intervene, interventions in interactive discussions should be limited to no more than three minutes. The time limit will be strictly implemented, including through the use of a timing device and/or microphone cutoff, as necessary. Participants are discouraged from reading prepared statements. Instead, they are invited to make informal remarks and engage in an interactive discussion. The Chair or moderator may intersperse the interventions of participating States with interventions by intergovernmental organizations/observers, representatives of the UN system and major groups and other stakeholders (HLPF)/accredited NGOs (ECOSOC HLS).

7. Interpretation

Interpretation in the six UN official languages will be available for all formal plenary meetings. To ensure proper interpretation into the UN official languages, written copies of all statements delivered in the HLPF and the High-level Segment of ECOSOC should be sent to





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estatemnts@un.org at least two hours in advance of delivery. Interpretation for statements not sent in advance may be impacted or suspended. Statements need to be submitted in advance to estatemnts@un.org in order to be shared with interpreters. Statements will be available in the entry for the relevant meeting in the UN Journal (<https://journal.un.org>). The subject line of the email should clearly identify the date and time of the meeting at which the intervention will be delivered.



Remarks that are in the form of talking points or drafts may be submitted to IS-UNHQ is-unhq@un.org for the use by the interpreters only. Remarks sent to the IS email address will not be published or shared.



To enable accurate interpretation, speakers should speak clearly and at a moderate pace.

Delegations seeking to provide their own interpreters for non-official languages for official meetings of the HLPF/High-level segment are requested to inform the Meetings Management Section of the Department for General Assembly and Conference Management well in advance by filling out the form at the following link: <https://forms.office.com/e/L2Dp4c3umS>



The Meetings Management Section will provide further instructions. Member States will be provided a spare interpretation booth for their interpreters to translate their statements from their languages into one of the UN official languages in one direction only. Please submit requests as far as possible in advance of the relevant meeting.



8. Keynote speakers, moderators, panelists and lead discussants

Detailed guidance, including a full scenario of the meeting, will be shared with keynote speakers, moderators, panelists and lead discussants in advance of the meeting to which they are invited.

On the day of their presentations, seating will be reserved for keynote speakers, moderators and panelists in Conference Room 4. Lead discussants from States, intergovernmental organizations and UN system entities will intervene from their national or assigned seats, respectively. Other lead discussants will be seated on the left side (facing the podium) of Conference Room 4.

9. Side events, special events, VNR Labs, exhibitions

Information regarding side events, special events, VNR Labs, exhibitions can be found on the HLPF website [High-Level Political Forum 2024 \(un.org\)](https://www.un.org/en/sections/dpa/high-level-political-forum-2024/). Organizers of side events, special



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events, VNR Labs and exhibitions are responsible for registering all participants, according to the arrangements outlined in section 3 above.



10. Webcast

The official meetings of the HLPF and the High-level Segment of ECOSOC will be available LIVE (and later on demand) on the UN Web TV website: <http://webtv.un.org>.



The meetings will stream in all UN official languages, with closed captions and when available, with International Sign Interpretation.



11. Accessibility

The United Nations Accessibility Centre offers assistive information and communications technology to support those with auditory, visual or physical impairments. The assistive devices are available on-site and as a loan to participants with disabilities. The **Accessibility Centre** is located in the Conference Building (Room S-1B-032 on Level 1B, near the Secretariat Building escalators).



For more information, please visit <https://www.un.org/accessibilitycentre/>



The Meetings Support Section offers print-on-demand service for meeting participants requiring braille copies of official documents. Please send braille requests to accessibilitycentre@un.org at least 24hrs in advance of the meeting date for processing. The printouts can be collected at the Accessibility Centre located on the first basement of the Secretariat building (S-1B-032). For further enquiries please contact +1 212 963 7348 / 9 or by email accessibilitycentre@un.org.

To request accessible seating in the GA Hall, CR 4, Trusteeship Council Chamber or the ECOSOC Chamber for formal meetings of the HLPF/ECOSOC high-level segment, delegations and other participants should address their requests to the ECOSOC Affairs Branch. For side events, requests should be directed to the organizers of the side event, in advance of the meeting.

Communication Access Real Time Translation (CART) will be available via captions on the screen in the meeting room and via webcast for all official meetings of the HLPF.

International Sign Interpretation will be made available for the HLPF meetings on 8 July morning, and the Ministerial Opening and general debate on 15 July morning via webcast.



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On all accessibility needs not referred to in the above, please reach out to the Secretariats of meetings and organizers of the events. Every effort will be made to assist with reasonable accommodation, should it be available.



12. Code of Conduct to Prevent Sexual Harassment

The UN system is committed to upholding an inclusive, respectful and safe environment where participation in any event is guided by the highest ethical and professional standards, and all participants are expected to behave with integrity and respect. There is no tolerance for harassment, including sexual harassment at UN events. The Code of Conduct to Prevent Harassment, Including Sexual Harassment, at UN System Events applies to the meetings of the HLPF and ECOSOC, including side events.

A copy of the Code of Conduct can be found here <https://hlpf.un.org/sites/default/files/2022-06/Code%20of%20Conduct.pdf>.

13. Security

Within United Nations premises, all persons are required to comply with safety and security regulations, as well as the rules and procedures of the organization. Any act that disrupts the normal functioning of the organization's programmatic activities, such as public displays of any form, including, but not limited to, clothing, banners, placards or other written or visual means, as well as vocal/audio sounds, gatherings, or demonstrations of any kind, including passive, is not allowed.

All individuals present on the United Nations premises are expected to fully cooperate with United Nations security officers at all times. Refusal to comply with applicable regulations may result in temporary detention or removal from or denial of access to the premises in accordance with Section 10 of the United Nations Headquarters Agreement and ST/AI/2019/5, entitled "Authority of United Nations Security Officers".

14. Environmental Sustainability

The UN Secretary-General's priority is to integrate sustainable development in all aspects of the work of the United Nations and to promote efforts to reduce the UN's carbon footprint with the ambitious goal to make the United Nations a climate neutral organization. Participants in the HLPF session are encouraged to contribute to those sustainability efforts. An easy-to-use and practical guidance note (<https://hlpf.un.org/sites/default/files/2022-06/Sustainability%20Infographic.pdf>) has been prepared to help participants conserve resources, minimize environmental impact and offset emissions through reduction measures.



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Since travel is the most significant source of greenhouse gas (GHG) emissions when attending the meeting in person, meeting delegates are encouraged to limit the number of in person delegates to reduce the need for travel and to consider other recommended efforts to reduce emissions from air travel are found in the guidance note linked above.



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Please help to make the HLPF climate neutral by supporting UNFCCC's certified projects: <https://offset.climateneutralnow.org/>



Since June 2019, UN Headquarters has been implementing measures to eliminate single-use plastics to reduce the impact of plastic pollution. Event organizers are encouraged to bring reusable items in order to reduce waste. Please ensure that any vendor providing catering services at UN Headquarters adhere to the requirements outlined in the **Guidelines for Event Organizers at United Nations Headquarters on the Elimination of Single-use Plastics** which can be accessed [here](#).



15. Visa

Each participant is personally responsible for obtaining necessary entry visa(s) for travel to and from the United States. Please ensure that the necessary arrangements are made in a timely fashion to obtain a US visa, as appropriate. Information regarding US visa can be found on this website: <http://usembassy.state.gov/>.

16. Hotel accommodation

Participants will need to secure hotel accommodation in New York City. All participants are expected to make their own accommodation arrangements. Finding a reasonably priced hotel in New York City can be a challenge, therefore it is recommended that you start as early as possible. A credit card will normally be required for reservation.

17. Local transportation

All participants are expected to make their own local transportation arrangements. Transportation information for the three major airports serving New York City can be found online at <http://www.panynj.gov/airports/> or by calling Air-Ride phone: 1-800-247-7433 (toll free number within the U.S.). Yellow New York taxis and airport buses are readily available from the airports to Grand Central Station, which is in walking distance to the



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United Nations and can be booked online in advance. Local transportation options, including subway, buses, and MetroCard related information can be found at <http://www.mta.info/>.



18. Facilities

Dining facilities, ATMs, and the UN emergency medical service (fifth floor) are all located in the UN Secretariat building.



19. Time

For the time difference between New York and your country, please refer to: <http://www.timeanddate.com/worldclock>



20. Currency

US Dollar



21. Weather

To check for current weather conditions in New York, please refer to <https://www.cnn.com/weather>



22. Tipping

Most restaurant prices do not include a service charge. It is customary to leave a 15-20% tip.

23. Contact information

Office for Intergovernmental Support and Coordination/DESA

For questions relating to the HLPF programme: please contact Ms. Ling Wang (wang24@un.org)

For the ECOSOC High-Level Segment: Ms. Sibel Selcuk (Selcuk@un.org) and Mr. Eric Olson (olsone@un.org)

For Voluntary National Reviews (VNRs): Ms. Maame Agyeben (agyeben@un.org)

For VNR Labs: Mr. Joop Theunissen (theunissen@un.org)



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For special events: Ms. Naiara Costa (naiara.costa@un.org)

For side events: Ms. Winta Abay Beyene (winta.abay@un.org)

For exhibitions: Ms. Emnet Bekele (bekelee@un.org)

For UN System participation: Ms. Filipa Correia (correiaf@un.org) and Ms. Melody Cruz (cruz@un.org)

For Major Group and Other Stakeholder participation: Ms. Midori Kanda (kandam@un.org)

For Media and Communication: Mr. Paul Simon (simonp@un.org)



ECOSOC Secretariat (DGACM)

For questions relating to the conduct of the formal meetings of the HLPF/ECOSOC high-level segment and the general debate, please contact the Secretary of ECOSOC, Ms. Emer Herity (herity@un.org)

Protocol and Liaison Service

For questions relating to the registration and UN Grounds Passes for Member States, Observers, Inter-governmental Organizations and Specialized Agencies, please contact: Ms. Wai-Tak Chua (chuaw@un.org).