

UNITED NATIONS  NATIONS UNIES

POSTAL ADDRESS-ADRESSE POSTALE: UNITED NATIONS, N.Y. 10017
TELEPHONE NO: (212) 963 1234; FAX NO. (212) 963 4879

REFERENCE: 20201207UnNvStatesParties

The Office of Legal Affairs of the United Nations presents its compliments to Permanent Representatives of Member States to the United Nations, Permanent Observers of non-Member States to the United Nations, and Representatives of other States Parties to the United Nations Convention on the Law of the Sea, and has the honour to refer to the thirtieth Meeting of States Parties to the United Nations Convention on the Law of the Sea.

The Office of Legal Affairs is pleased to transmit attached herewith a letter dated 7 December 2020 from the President of the thirtieth Meeting of States Parties addressed to Permanent Representatives of Member States to the United Nations, Permanent Observers of non-Member States to the United Nations, and Representatives of other States Parties to the United Nations Convention on the Law of the Sea concerning the draft organization of work.

The Office of Legal Affairs is also pleased to attach herewith an annex concerning logistical and procedural aspects for the resumed plenary meeting of the thirtieth Meeting of States Parties.

The Office of Legal Affairs of the United Nations avails itself of this opportunity to renew to Permanent Representatives of Member States to the United Nations, Permanent Observers of non-Member States to the United Nations, and Representatives of other States Parties to the United Nations Convention on the Law of the Sea the assurances of its highest consideration.


 7 December 2020

UNITED NATIONS  NATIONS UNIES

POSTAL ADDRESS-ADRESSE POSTALE: UNITED NATIONS, N.Y. 10017
TELEPHONE NO: (212) 963 1234; FAX NO. (212) 963 4879

REFERENCE: 20201207UnNvÉtatsParties

Le Bureau des affaires juridiques de l'Organisation des Nations Unies présente ses compliments à toutes les missions permanentes des États Membres auprès de l'Organisation des Nations Unies, aux missions permanentes d'observation auprès de l'Organisation des Nations Unies et aux États parties à la Convention des Nations Unies sur le droit de la mer, et a l'honneur de se référer à la trentième Réunion des États parties à la Convention.

Le Bureau des affaires juridiques a le plaisir de transmettre ci-joint une lettre datée du 7 décembre 2020, qui est adressée aux représentants permanents des États Membres auprès de l'Organisation des Nations Unies, aux observateurs permanents d'États non-membres auprès de l'Organisation des Nations Unies et aux représentants d'autres États parties à la Convention des Nations Unies sur le droit de la mer par le Président de la trentième Réunion des États parties concernant le projet d'organisation des travaux.

Le Bureau des affaires juridiques a également le plaisir de joindre une annexe concernant les aspects logistiques et procéduraux de la reprise de la séance plénière de la trentième Réunion des États parties.

Le Bureau des affaires juridiques de l'Organisation des Nations Unies saisit cette occasion pour renouveler à toutes les missions permanentes des États Membres auprès de l'Organisation des Nations Unies, aux missions permanentes d'observation auprès de l'Organisation des Nations Unies et aux États parties à la Convention des Nations Unies sur le droit de la mer les assurances de sa très haute considération.




Le 7 décembre 2020



PERMANENT REPRESENTATIVE OF THE REPUBLIC OF SINGAPORE
UNITED NATIONS | NEW YORK

7 December 2020

Excellencies,

I wish to refer to my letters dated 27 and 30 October 2020, regarding the timetable and modalities for the consideration of the pending items on the agenda of the thirtieth Meeting of States Parties to the United Nations Convention on the Law of the Sea, as outlined in the annex to my letter dated 27 October 2020 (www.un.org/Depts/los/meeting_states_parties/documents/20201027NvLetEF.pdf).

In accordance with the above-mentioned annex and with reference to the addendum dated 1 December 2020 to the notification of the Secretariat ([MSP.N.2020.LOS.Add.3](#)), the in-person meetings of the thirtieth Meeting will resume on **Wednesday, 9 December 2020**, in order to take actions and adopt decisions in respect of the pending items on the agenda of the thirtieth Meeting ([SPLOS/30/1](#)).

In this regard, I would like to address the organization of work of the resumed in-person meetings of the thirtieth Meeting, as per agenda item 7, entitled “*Organization of work*”. I propose that, following the resumption of the in-person meetings of the thirtieth Meeting in the morning of 9 December 2020, the Meeting would first complete its consideration of the agenda items that have already been addressed according to the above-mentioned modalities and timetable, in order to take actions and adopt decisions in that regard.

For that purpose, I propose to proceed in the following order: agenda item 7, entitled “*Organization of work*”; agenda item 8, entitled “*Report of the International Tribunal for the Law of the Sea to the Meeting of States Parties*”; agenda item 9, entitled “*Information reported by the Secretary-General of the International Seabed Authority*”; agenda item 10, entitled “*Commission on the Limits of the Continental Shelf*”; agenda item 11, entitled “*Consideration of administrative and budgetary matters of the International Tribunal for the Law of the Sea*”; agenda item 12, entitled “*Report of the Credentials Committee*”; and agenda item 15, entitled “*Other matters*”.

For your ease of reference, I draw your attention to the following letters that addressed the actions and decisions concerning the above-listed agenda items:

- [Letter dated 11 November 2020, proposing actions and decisions concerning agenda items 10\(c\), 11\(a\), 11\(b\) and 11\(d\)](#);
- [Letter dated 16 November 2020, concerning the actions and decisions on agenda items 10\(c\), 11\(a\), 11\(b\) and 11\(d\)](#);

- [Letter dated 23 November 2020, proposing actions and decisions concerning agenda items 8, 9, 10\(a\) and 15;](#)
- [Letter dated 27 November 2020, concerning the actions and decisions on agenda items 8, 9, 10\(a\), 11\(c\) and 15;](#) and
- [Letter dated 30 November 2020, providing an update concerning agenda item 10\(b\).](#)

Following the consideration of the above-listed agenda items, I propose that the Meeting consider agenda item 14, entitled “*Reports of the Secretary-General under article 319 for the information of States parties on issues of a general nature, relevant to States parties, which have arisen with respect to the United Nations Convention on the Law of the Sea*”, which, according to the above-mentioned timetable and modalities, had been reserved for in-person deliberations.

I hope that the proposed organization of work, as outlined above and which will be taken up under agenda item 7 in the morning of 9 December 2020, is acceptable to all States Parties.

With regard to agenda item 11(c), entitled “*Draft budget proposals of the International Tribunal for the Law of the Sea for the budget period 2021–2022*”, I am pleased to circulate, for the consideration of States Parties the report of the Acting President chairing the Open-ended Working Group on Financial and Budgetary Matters in “**Annex 1**”.

With regard to agenda item 10(b), entitled “*Conditions of service of members of the Commission*”, I wish to refer to my letter dated 30 November 2020 informing that the Co-Coordinator of the Open-ended Working Group on the Conditions of Service of the Members of the Commission on the Limits of the Continental Shelf had provided me with a preliminary report of the work conducted by the Working Group and informed of the need for additional consultations. On 7 December 2020, the Co-Coordinator provided me with their comprehensive report on the work conducted by the Working Group since the twenty-ninth Meeting of States Parties, which is attached for the consideration of States Parties as “**Annex 2**”.

Let me express my gratitude to the Co-Coordinator, Mr. Sidney Gregory Kemble of the Netherlands and Ms. María Alejandrina Sande of Uruguay, for their efforts, including co-chairing the two rounds of virtual informal consultations of the Working Group on 20 and 27 November 2020.

In their letter to me dated 7 December 2020, the Co-Coordinator requested for the Working Group to continue to consider issues relating to the conditions of service of the members of the Commission and report to the thirty-first Meeting of States Parties. Consequently, I propose that the Meeting: (a) take note of the Co-Coordinator’s report, as well as of the statements related to this agenda item; and (b) decide that the Working Group continue to work intersessionally and consider issues relating to the conditions of service of the members of the Commission, and report to the thirty-first Meeting.

Finally, I would like to reiterate that as President of the Meeting, it is my responsibility to ensure that the meeting takes place in a safe manner, in accordance with the risk assessment conducted by the United Nations Division of Healthcare Management and Occupational Safety and Health, which has rated the meeting as “low risk”. I wish to appeal to all delegations to strictly adhere to the social distancing and mitigation measures at all times, in order to minimize the risk to United Nations staff and delegates and prevent the reclassification of the meeting at a higher risk level, which would have an impact on the continuation of the proceedings and on their resumption. In this connection, I also draw your attention to the logistical and procedural aspects of the resumed plenary of the thirtieth Meeting detailed in the annex to the Note Verbale that transmits the present letter.

In this regard, please note that this meeting will be restricted to one representative from each State Party or Observer State, respectively, in order to ensure social distancing requirements. Representatives of other observers will only be able to attend the meeting in-person if space permits with priority given to delegations that intend to intervene under agenda item 14 and have informed the Secretariat accordingly. The proceedings of the Meeting will be available for viewing on the UN Web TV website (<http://webtv.un.org>).

Please accept, Excellencies, the assurances of my highest consideration.



H.E. Burhan Gafoor

President of the thirtieth Meeting of States Parties
to the United Nations Convention on the Law of
the Sea

Permanent Representatives of
Member States to the United
Nations, Permanent Observers of
non-Member States to the United
Nations, and Representatives of
other States Parties to the United
Nations Convention on the Law of
the Sea of States Parties.

Annex 1

Working Group on Financial and Budgetary Matters

19-27 November 2020

Report of the deliberations

The Open-ended Working Group on Financial and Budgetary Matters held two rounds of virtual consultations on 19 and 23 November 2020, complemented by an exchange of written statements.

In advance of the first round of consultations, the Registrar of the International Tribunal for the Law of the Sea, Ms. Ximena Hinrichs, circulated a statement introducing the *Draft budget proposals of the International Tribunal for the Law of the Sea for the budget period 2021-2022* contained in document SPLOS/30/5 and its addendum SPLOS/30/5/Add.1.

The Registrar noted that the budget proposals regarding recurrent expenditures followed an overall zero-growth approach compared with an equivalent value in euros as of the budget for 2019–2020. She further noted that parameters beyond the control of the Tribunal, had resulted in increases, which had to be taken into consideration. These parameters included a rise in daily subsistence allowance for Hamburg, revisions to the post adjustment multiplier for Hamburg, higher estimates relating to staff costs based on standard costs, and the rise in the exchange rate of the US dollar to the euro.

With regard to non-recurrent expenditure, the Registrar had also noted that the International Public Sector Accounting Standards (IPSAS) would be in place as of 1 January 2021 so no provision for costs was contemplated in the 2021-22 budget. Further, the Registrar underlined that the proposed budget for case-related costs was €1,810,600 higher than the appropriation approved for 2019–2020, owing to the expected volume of judicial work during the next budget period with two merits cases on the Tribunal's docket. Overall, she noted that the proposed budget in the amount of €24,155,000 represented an increase of €3,633,800 compared with the budget approved for the 2019–2020 period.

In the ensuing discussions, as well as through statements circulated in writing between the two rounds of consultations, several delegations had expressed their appreciation for the sound financial management of the Tribunal and its efforts to streamline the budget through cost optimization and reduction, and acknowledged that the overall budget increase as compared to the budget for the 2019-2020 period was due to parameters beyond the control of the Tribunal.

In response to a question related to budget increases due to the application of outside norms and standards, the Registrar noted that it was not possible for the Registry to predict future values of certain parameters under recurrent expenditures which are established either by the International Civil Service Commission (ICSC) or the United Nations, while also noting that the current increase with regard to staff costs in the 2021-2022 budget proposals was an exception as compared to the only minimal changes over the past three budget periods.

Responding to a question regarding the potential adoption of hybrid or entirely virtual means of work beyond exceptional measures, the Registrar noted that the Tribunal had adopted an amendment to its Rules (ITLOS/8) on 25 September 2020 so that it could decide to hold meetings and hearings in hybrid format or entirely by virtual means as an exceptional measure due to public health, security or other

compelling reasons, and that it was anticipated that the Tribunal would return to its normal arrangements as soon as the COVID-19 situation so permitted.

Taking into account these consultations and exchanges, I circulated a letter to States Parties on 24 November which included the *Draft Decisions on budgetary matters of the International Tribunal for the Law of the Sea for 2021–2022* proposing the adoption of the total draft budget proposals of the Tribunal for the Law of the Sea for 2021–2022 in the amount outlined in annex I of document SPLOS/30/5, with the modifications described in document SPLOS/30/5/Add.1 and outlined in the intervention of the Registrar on 19 November. **As a result, the total draft budget proposals for the biennium 2021–2022 would amount to €24,155,000.**

Following the 72 hour period for comments, no objections were received. In addition, the Registry of the International Tribunal for the Law of the Sea informed me, through the Secretariat, that the European Union had informed the Registry that the agreed contribution of the European Union amounts to €110,000 per annum. Paragraph 6 of the *Draft Decisions* has been rectified accordingly since the amount originally indicated therein of €115,000 per annum is now €110,000 per annum.

In view of the above, I propose that the revised *Draft Decisions on budgetary matters of the International Tribunal for the Law of the Sea for 2021–2022* set out below be brought to the attention of States Parties with a view to adopting them at the plenary meeting in December 2020.

I would like to seize this opportunity to renew my gratitude to all Delegations for their constructive participation in the proceedings of the Working Group and to the Registrar for her informative interventions.

Draft Decisions on budgetary matters of the International Tribunal for the Law of the Sea for 2021–2022

The Meeting of States Parties,

Having considered the draft budget proposals of the International Tribunal for the Law of the Sea for 2021–2022 (SPLOS/30/5) and the addendum to the draft budget proposals (SPLOS/30/5/Add. 1),

1. *Approves* the amount of €24,155,000 as the budget of the Tribunal for 2021–2022, on the basis of annex I to document SPLOS/30/5 and in the light of the decrease of €257,400 in Section 2 “Judges’ pension scheme”, as indicated in document SPLOS/30/5/Add.1 and outlined by the Registrar in her report to the Open-Ended Working Group on Financial and Budgetary Matters;
2. *Decides that*, pursuant to regulation 5.3 of the Financial Regulations and Rules of the Tribunal (SPLOS/120), the contributions of States parties for each of the two years of the biennium 2021–2022 shall be determined on the basis of half of the appropriations adopted by the Meeting of States Parties for that budget period;
3. *Takes note with satisfaction* of the report on budgetary matters for the financial periods 2017–2018 and 2019–2020 (SPLOS/30/3), *notes*, on the basis of that report, that the cash surplus for the financial period 2017–2018 amounted to €2,956,912 and that that amount would be surrendered and deducted from the contributions of States parties for 2021, in accordance with financial regulation 4,

and *also notes* that it is no longer necessary to use parts of the 2017-2018 cash surplus to finance anticipated over-expenditures in the 2019-2020 budget period;

4. *Authorizes* the Tribunal to make transfers between appropriation sections pursuant to regulation 4.6, to the extent that that is necessary to cover over-expenditures, in the event that the Tribunal is unable to meet approved expenditures for 2019-2020 from appropriations made with respect to certain budget lines;

5. *Encourages* the Registrar to continue to manage the funds prudently and efficiently, seeking to achieve optimum utilization of the financial resources of the Tribunal;

6. *Decides* that, without prejudice to the application of the provisions of article 19 of annex VI to the United Nations Convention on the Law of the Sea in respect of future budgets of the Tribunal regarding the contribution to be made by the International Seabed Authority, the budget of the Tribunal for 2021-2022 would be financed by all States parties to the Convention taking into account that the European Union indicated that its agreed contribution to the budget of the Tribunal would be €110,000 for each year; and

7. *Also decides* that a floor rate of 0.01 per cent and a ceiling rate of 22 per cent is to be used in establishing the rate of assessment of States parties for the budget of the Tribunal for 2021-2022.

Annex 2

Comprehensive Report of the Open-ended Working Group on the Conditions of Service of the Members of the Commission on the Limits of the Continental Shelf

This comprehensive report provides an overview of the work conducted by the Open-ended Working Group on the Conditions of Service of the Members of the Commission on the Limits of the Continental Shelf since the twenty-ninth Meeting of States Parties.

The twenty-ninth Meeting of States Parties took a number of initiatives regarding the conditions of service of the members of the Commission on the Limits of the Continental Shelf, in particular: (i) requesting the Secretariat to conduct a comprehensive survey among Commission members and nominating States with respect to the conditions of service of the members of the Commission and the costs currently defrayed by nominating States; (ii) proposing an amendment to the terms of reference of the voluntary trust fund to allow for reimbursement to members of the Commission from developing States for the costs of joining the UN Headquarters medical insurance scheme; and (iii) requesting the Secretariat to prepare a comprehensive study setting out possible options to address the working conditions of the Commission, including its funding, for discussion at the thirtieth Meeting (see SPLOS/29/9, para. 85).

On 18 November 2019, one of the Co-Coordinator of the Working Group, Mr. Sidney Gregory Kemble, met with the members of the Commission in order to review the results of the comprehensive survey on the conditions of service of the members of the Commission and the costs currently defrayed by nominating States. The results of the survey, which had been conducted during the fiftieth and fifty-first sessions of the Commission and integrated information gathered from a previous survey conveyed to the twenty eighth Meeting of States Parties (SPLOS/319, paras. 16-27), indicated that the members of the Commission continued to face challenges regarding their conditions of service, including in respect of medical and dental insurance coverage, standards of travel and related costs, standards of accommodation and daily subsistence allowances, as well as non-monetary aspects such as career advancement, loss of benefits and separation from family members for lengthy periods. The meeting also provided an opportunity for the members of the Commission to convey ongoing concerns relating to their conditions of service to the Working Group.

The results of the survey were considered by the Open-ended Working Group, which met on 20 November 2019 on the margins of the informal consultations on the draft resolution of the General Assembly on oceans and the law of the sea.

The Co-Coordinator had planned to meet with the members of the Commission again following the publication by the Secretariat of "Options to address the working conditions of the Commission on the Limits of the Continental Shelf - Note by the Secretariat" (SPLOS/30/11) by the twenty-ninth Meeting (see SPLOS/29/9, para. 85), but, in light of the situation concerning the COVID-19 pandemic, this was not possible until 9 November 2020, when virtual consultations were held with the Chairperson and members of the Commission in preparation for the consideration of these matters by the Open-ended Working Group during the thirtieth Meeting of States Parties. During these consultations, the Secretariat presented document SPLOS/30/11, Mr. Kemble and the members of the Commission exchanged views concerning these options and the members also shared information on the additional challenges experienced as a result of the COVID-19 pandemic.

As requested by the twenty-ninth Meeting of States Parties, the Secretariat conducted a comprehensive study setting out possible options to address the working conditions of the Commission, including its funding, for discussion at the thirtieth Meeting (see SPLOS/29/9, para. 85). Document SPLOS/30/11 identified four possible financing options for consideration in addressing the current working conditions of the members of the Commission.

On 10 November 2020, the Co-Coordinator held virtual consultations with the President of the thirtieth Meeting to inform him of developments relating to the issue of the conditions of service of the members of the Commission and the proposed way forward in the context of the Open-ended Working Group.

On 17 November 2020, the Co-Coordinator convened an informal virtual meeting with interested delegations in order to take stock of developments to date and exchange initial views on the ways to address the conditions of service of the members of the Commission in the context of the upcoming informal virtual consultations of the Open-ended Working Group.

Two rounds of informal virtual consultations of the Open-ended Working Group were held on 20 and 27 November 2020, complemented by an exchange of written statements. These consultations principally focused on the options to address the working conditions of the Commission, based on the Note prepared by the Secretariat.

In this context, the Open-ended Working Group has also had reference to the addendums to the Letter dated 13 April 2020 from the Chair of the Commission on the Limits of the Continental Shelf addressed to the President of the thirtieth Meeting of States Parties with information on the challenges faced by the members of the Commission during the COVID-19 pandemic (see SPLOS/30/10/Add.1, SPLOS/30/10/Add.2, SPLOS/30/10/Add.3 and SPLOS/30/10/Add.4). The Open-ended Working Group has taken note that not all members of the Commission have adequate conditions to fully participate in remote work of the Commission, including for secure online deliberations on submission material.

In the first round of consultations on 20 November 2020 delegations sought clarification on the various options outlined in the Note by the Secretariat, including regarding the viability of addressing the conditions of service of the members of the Commission from the regular budget of the United Nations and from assessed contributions from States Parties; how the option of the payment of a fee would work in practice; and the types of expenses related to participation of members that were under consideration. A delegation queried the implications of assessed contributions for States which had regularly contributed to the Voluntary Trust Fund. Some delegations indicated their preference for all options to be thoroughly considered before a proposal was made by the Open-ended Working Group.

One delegation expressed support for the options of the payment of a fee and assessed contributions from State Parties, noting that assessed contributions would place the Commission on an equal footing with the other bodies established by the Convention. Another delegation considered that exploring the fee option did not necessarily rule out other options. This delegation noted with concern that the waiting time for consideration of submissions had increased to 11 years and was expected to increase further. He sought clarification as to whether this delay would be reduced if the Commission were to conduct its work full-time in New York.

One of the Co-Coordinator recalled that the Meeting had previously considered the options of the United Nations regular budget and assessed contributions and that neither option had garnered

consensus. He cautioned that it would not be an efficient use of resources to request the Secretariat to carry out further work in respect of options that did not appear to be viable. As to the types of expenses related to participation that were under consideration, the Co-Coordinator noted that this question would depend upon the will of States Parties and whether the aim was to treat all members equally and fairly, or to provide assistance only to members from developing States. He agreed that a combination of various options could be possible.

Moving forward, one of the Co-Coordiators suggested that the Secretariat could be requested to provide updated figures for the total costs involved for the options of the United Nations regular budget and assessed contributions, and to further examine the option of a payment of a fee. He indicated that a zero draft of a decision to this effect could be prepared for further discussion at the second round of consultations of the Open-ended Working Group.

A delegation also sought inputs on a proposal it had made in the context of the informal consultations on the draft resolution of the General Assembly on oceans and the law of the sea, regarding the consideration of providing support to members from developing States to enable their participation through virtual means in the work of the Commission. A delegation expressed the view that the data security considerations would be important for facilitating long-term remote and intersessional work. Another delegation expressed concern about the inability to guarantee security, in light of the confidential nature of the work of the Commission. An observer delegation queried the scope of the proposal and whether it focused on facilitating remote work during the COVID-19 pandemic or whether it could also address longer-term issues of confidentiality and security in the context of a full-time Commission.

One of the Co-Coordiators suggested that short-term solutions to facilitate remote working could be considered in the context of the General Assembly and that longer-term solutions could be considered within the context of the Working Group. Noting that the proposal in the context of the informal consultations on the General Assembly resolution was expected to be finalized on 24 November 2020, the Co-Coordinator suggested that the outcome of that process could inform the discussions of the Working Group and the preparation of a zero-draft decision for consideration at the second round of consultations.

In the second round of consultations on 27 November 2020, the Co-Coordiators introduced the first version of the Draft Decision on conditions of service of the members of the Commission on the Limits of the Continental Shelf.

An extensive discussion took place during which a number of delegations took the floor. Some delegations recalled that nominating States had the obligation to defray the expenses of the members nominated by them while performing their Commission duties in New York. Another delegation highlighted that the Voluntary Trust Fund had been established to support the members from developing States and should be effectively utilized for this purpose. Concerns were raised that the options of the regular budget of the United Nations and assessed contributions may not be in conformity with the Convention. One delegation sought clarification regarding the mechanisms for calculating assessed contributions. Another delegation expressed a view that funding from the regular budget of the United Nations may be possible if the resources of the Secretariat were to be strengthened. This delegation also expressed concern that the option of the payment of a fee may negatively impact developing States with submissions already in the queue, while the retroactive

application of this option seemed difficult for those States that had already received recommendations. There was general agreement that a follow-up study by the Secretariat providing factual and updated information regarding the estimated costs of the various options would assist the Meeting to take a decision on this matter.

One of the Co-Coordiators expressed appreciation to delegations for their comments and views. He agreed that all options, including the use of the Voluntary Trust Fund as emphasized by one delegation, would benefit from further consideration. The Co-Coordinator reminded delegations that the issue of the conditions of service of the members of the Commission had been under consideration for more than ten years and that the Trust Fund did not provide a long-term and sustainable solution because it was and is chronically under-funded. He appealed to delegations for a creative solution to address this issue and agreed that, while some funding options could have legal implications, a follow-up study by the Secretariat would be beneficial if it focused on factual assessments of the estimated costs, on the one hand, and options how those costs can be covered on the other hand. The decision on how those costs were to be funded should ultimately be reserved for the Meeting of States Parties.

The Co-Coordinator indicated that, following the consultations, a revised draft decision would be circulated for consideration by delegations, with any written comments to be conveyed to the Secretariat by 4 p.m. on 1 December 2020. Following this circulation, comments were received from one delegation. Due to the strict timeframe under which we operated, additional consultations with delegations on the revised draft decision could not be held in time for a further revised draft decision to be put forward for the consideration of the thirtieth Meeting of States Parties.

As Co-Coordiators we, therefore, propose that the Working Group continue to consider issues relating to the conditions of service of the members of the Commission intersessionally and report to the thirty-first Meeting of States Parties.

Logistical and procedural aspects for the resumed plenary of the thirtieth Meeting of States Parties to the United Nations Convention on the Law of the Sea

United Nations Headquarters

9 December 2020

General Assembly Hall (10 a.m. to 1 p.m.)

Conference Rooms 1, 2 and 3 (3 p.m. to 6 p.m.)

I. Introduction

1. This note sets out the logistical and procedural aspects for the resumed in-person plenary meetings of the thirtieth Meeting of States Parties to the United Nations Convention on the Law of the Sea, which will be held on 9 December 2020 at United Nations Headquarters in New York in the General Assembly Hall from 10 a.m. to 1 p.m. and in Conference Rooms 1+2+3 from 3 to 6 p.m.
2. In addition to logistical and procedural aspects, this note reflects the results of the risk assessment and related mitigation measures prepared by the United Nations Division of Healthcare Management and Occupational Safety and Health (OSH), based on its approval of the draft proposal for a risk assessment for the resumed plenary of the thirtieth Meeting of States Parties. It also reflects the final risk assessment for the resumed plenary meeting by OSH, dated 3 December 2020, which is attached as Annex I.

II. Registration, entry, exiting and seating

3. The President of the Meeting will provide safety briefs from the podium. In this regard, all attendees are required to keep face coverings on at all times. Entry and exit to both meeting locations must be completed in accordance with the required physical distancing measures.

Registration

4. Delegations can register in advance using the following form: <https://forms.office.com/Pages/ResponsePage.aspx?id=2zWeD09UYE-9zF6kFubccFf9ThAQ4kRMjU9bFvLacwFUNktBT04wSUgyTVNVMUoyTzFLUkxGVDBITS4u>
5. No more than one representative per Delegation will be allowed to participate in order to ensure social distancing requirements. Representatives are also requested to arrive at the staggered times indicated in Annex III as a mitigation measure.

Entry (see Annex II)

6. It is expected that delegates will start arriving on premises from 9:00 a.m. Delegates will be requested to maintain physical distancing of at least two metres while waiting to access the General Assembly Hall and Conference Rooms 1+2+3.
7. Delegates will enter the General Assembly building through the delegates' entrance (see Annex II) and take the escalator on the right side to the second floor. The delegates using the escalator going up will be separated from the delegates using the escalator going down.
8. Delegates will enter Conference Rooms 1+2+3 through the staff entrance at the 42nd Street and First Avenue.

Exit (see Annex II)

9. The President will actively manage the exit by calling each row for departure in a staggered manner.
10. Delegates will exit the General Assembly Hall through the doors located on the west side and depart by taking the escalators on the left side to the ground floor to exit the General Assembly Building from the delegates' entrance. Delegates using the escalator will be separated in each direction.
11. Delegates will exit Conference Rooms 1+2+3 through the doors located on the side of the conference rooms and depart through the staff exit at 42nd Street and First Avenue.
12. Delegations are reminded to check that their United Nations passes have not expired and, if necessary, send their paperwork to: unprotocol@un.org. No representative will be allowed to access the United Nations Headquarters without a valid United Nations pass.

Check-in desk

13. A 'check in' desk will be set up at the entrance of the General Assembly Hall (just before security) with two staff member(s) from DOALOS. The staff will obtain the name of the representative upon arrival and ensure that only one representative from that State enters the General Assembly Hall. Each delegation will be given an ad hoc supplementary pass which, together with a valid grounds pass, will give access to the General Assembly Hall and Conference Rooms 1, 2 and 3. This ad hoc supplementary pass is valid for access only in the meetings of the thirtieth Meeting of States Parties on 9 December 2020. It is not a personal pass and therefore if a delegate cannot attend the meetings in their entirety, s/he can transfer it to a colleague of the same delegation included in the credentials or, for observer delegations, in the delegation list. The staff and representatives shall wear face coverings and the staff will be further protected by two perspex barriers.
14. For participants who could not register in advance of the in-person meeting, a registration form will be made available in the conference room via a QR code for participants to register their attendance, in order to facilitate contact tracing. If any attendee tests positive with COVID-19 they are to inform the Occupational Safety and Health Unit without delay (osh@un.org).

Seating chart and maps (see Annexes IV and V)

15. A seating chart for the General Assembly Hall (morning) and Conference Rooms 1, 2 and 3 (afternoon) is attached as Annex V to facilitate the identification of the respective seats. Seating will be arranged in alphabetical order of States Parties. Delegates will assume the seat nearest to the nameplate of their country to ensure social distancing. Once seated, representatives are to remain in their seats at all times.

Use of restrooms

16. Representatives should only use restrooms located in the back of the General Assembly Hall and in the proximity of Conference Rooms 1+2+3. Representatives waiting their turn outside the restroom should maintain social distancing of no less than two metres at all times.

Access for people with disabilities

17. Representatives with disabilities who require accessible seating during the Meeting are kindly requested to bring this matter at the soonest time possible to the attention of the Secretariat (doalos@un.org).

Health precautions

18. **IMPORTANT: By swiping their United Nations issued ID card on entry, all delegates and support staff will declare as a condition of their entry that they:**
 - (i) **Have not been diagnosed with COVID-19 in the last 14 days;**
 - (ii) **Have not had symptoms consistent with COVID-19 in the last 14 days;**
and
 - (iii) **Have not had close contact with someone with COVID-19 or symptoms consistent with COVID-19 in the last 14 days.**
19. Delegates are reminded of the need to complete quarantine if in the last 14 days they have arrived from a country or state within the United States that is considered elevated risk.
20. All delegates will be required to wear face coverings at all times except for when addressing the Meeting. All United Nations staff will be required to wear face coverings at all times.
21. All delegates will be requested to maintain social distancing of at least two metres at all times, to refrain from physical contact including handshakes and other physical contact during the meetings in recognition of the physical distancing requirements. All delegates and United Nations staff will be reminded that they should exercise COVID-19 hand sanitizing and contact precautions. Hand-sanitizing stations are available on campus, namely by the entrance to the Secretariat Building. Note that physical distancing is the primary requirement, and the use of a face covering is an additional measure for when this distance is inadvertently breached, not a measure to allow face-to-face discussions.
22. No food or drink will be provided or allowed in the General Assembly Hall and Conference Rooms 1+2+3.

III. Procedural aspects of the Meeting

Credentials

23. States Parties are requested to submit additional credentials if information concerning the appointment of representatives participating in the thirtieth Meeting has changed since the submission of credentials for the in-person meetings held on 24-26 August 2020. In addition, States Parties that are yet to submit original credentials are kindly requested to bring them to the conference room on the day of the plenary meeting. Submission of additional and original credentials will be at the General Assembly Hall East Documents Counter. States Parties are requested not to mail original credentials documents.

Observers

24. Observer States are invited to transmit to the Division for Ocean Affairs and the Law of the Sea (DOALOS) the name of the representative who will form their delegation as soon as possible and preferably no later than 9 December 2020.
25. All other observers referred to in rule 18 of the Rules of Procedure for Meetings of States Parties (SPLOS/2/Rev.4) are invited to contact DOALOS for details concerning their participation.

List of speakers

26. According to the practice of the Meeting of States Parties, no preliminary list of speakers is maintained. Delegations wishing to speak under an agenda item may do so by requesting the floor when the deliberation on that item is opened.
27. The Meeting of States Parties does not include a segment devoted to general statements. Delegations wishing to make statements of a general nature are encouraged to do so under the agenda item entitled "Report of the Secretary-General under article 319 for the information of States Parties on issues of a general nature, relevant to States Parties, which have arisen with respect to the United Nations Convention on the Law of the Sea" (agenda item 14).

Right of reply

28. Rule 41 of the Rules of Procedure provides that the President may accord the right of reply to any representative if a speech delivered after the list of speakers has been declared closed makes this desirable.
29. At the twenty-fourth Meeting, States Parties decided to establish a practice, based on the procedures and practices of other bodies, in particular the General Assembly, according to which the number of interventions in the exercise of the right of reply would be limited to two per agenda item, the first no longer than 10 minutes and the second no longer than 5 minutes.

Documents

30. The agenda of the Meeting is contained in document SPLOS/30/1, available through the Official Document System of the United Nations (<http://documents.un.org>).
31. The documents referred to in the agenda are available at www.un.org/Depts/los/meeting_states_parties/thirtiethmeetingstatesparties.htm. All documents concerning past Meetings can be found at www.un.org/Depts/los/meeting_states_parties/meeting_states_parties.htm.

IV. Meeting services and other arrangements

United Nations Journal/Webcast

32. The United Nations Webcast Unit will provide live and on-demand streaming coverage of the in-person meetings. The coverage will also be available on the United Nations Web TV website (<http://webtv.un.org>). The Journal announcements will include a link to the webcast. Queries about webcast coverage should be directed to the United Nations Webcast Unit (telephone: 212 963 6733; email: damianou@un.org and justin@un.org).

Interpretation and written statements

33. Simultaneous interpretation will be provided.
34. For interpretation purposes, delegations are requested to submit their statements by email to [eStatements \(estatements@un.org\)](mailto:estatements@un.org) in both PDF and Word at least two hours before they are scheduled to speak, clearly indicating the name of the meeting, speaker, delegation, agenda item and date. For circulation purposes cc: doalos@un.org to ensure that the statements are made available through the dedicated SharePoint site for the thirtieth Meeting of States Parties available at www.un.org/Depts/los/meeting_states_parties/thirtiethmeetingstatesparties.htm.

Security

35. Questions or concerns should be directed to Kevin O Hanlon, Chief, United Nations Headquarters, Security and Safety Service, by contacting the Security Event Planning Unit (Captain Charlene Wilson, telephone: +1 212 963 2867).

Secretariat staff

36. A limited number of Secretariat staff supporting the meeting will be seated at their designated desks in the General Assembly Hall and in CR. 1+2+3. All staff will wear face coverings. Communication between the Secretariat staff and the Secretary at the podium will be through phone calls and electronic means.
37. Distribution of all documents will be by electronic means. No hard copy documents

will be provided.

V. Badges

38. Delegates will be urged to check that their badges have not expired. If they have expired, delegates are encouraged to renew them as soon as possible to avoid crowding and chokepoints. Details on obtaining a pass are available at www.un.org/esa/coordination/ngo/passes.htm. Delegates without a valid grounds pass will not be admitted to the United Nations campus.

VI. Changes to the risk assessment

39. Delegations will be requested to strictly adhere to the safety and health mitigating measures reflected in this document. Delegations will be informed that any non-adherence may lead to a reclassification of the meeting at a higher risk level, which would have an impact on the continuation of the proceedings and on their resumption. Consequently, the President of the Meeting of States Parties will oversee their implementation in the course of the proceedings. The President may, if at any moment it appears that the guidelines are not being strictly observed, be requested to draw the attention of delegates to these guidelines and suspend the meeting as needed.

VII. Focal points

Division for Ocean Affairs and the Law of the Sea, Office of Legal Affairs

doalos@un.org

Luigi Santosuosso

Email: santosuosso@un.org

Telephone: 212 963 1894

Meetings Services Unit

Narendra Nandoe

Email: nandoe@un.org

Telephone: 212 963 1807

Denitsa Petrova

Email: Denitsa.petrova@un.org

Telephone: 646 647 9458

Security

Kevin O Hanlon

Email: kevin.ohanlon@un.org

Telephone: 917 367 4359

Captain Charlene Wilson (Security Event Planning Unit)

Telephone: 212 963 2867

Email: wilson16@un.org

Division of Healthcare Management and Occupational Safety and Health (DHMOSH)

Dr. Khalid Eddahiri
osh@un.org

Annex I



TO : Mr Tony Di Lanzo
A : Meetings Management Service,
Department of General Assembly and Conference Management

DATE : 03 December 2020

FROM : Dr Mike Rowell
DE : Senior Medical Officer, Occupational Safety and Health
Division of Healthcare Management and Occupational Safety
and Health

REF : M/OSH/20-53

SUBJECT : **Risk assessment for the resumed plenary of the thirtieth Meeting of States Parties to the United Nations Convention on the Law of the Sea – 09 December 2020**

OBJET : **Risk assessment for the resumed plenary of the thirtieth Meeting of States Parties to the United Nations Convention on the Law of the Sea – 09 December 2020**

A handwritten signature in blue ink that reads "Mike Rowell".

1. This memorandum provides a final risk assessment for the resumed plenary of the thirtieth Meeting of States Parties to the United Nations Convention on the Law of the Sea at the GA Hall from 10:00 am to 13:00 and at Cr1, 2 & 3 from 15:00 to 18:00 on 09 December 2020.
2. The assessment reflects:
 - a. Current New York City and State requirements regarding public gatherings;
 - b. Phase Two restrictions for activity in the United Nations headquarters (UNHQ) complex as detailed in the Crisis Operations Group Reintegration Plan;
 - c. The proposal for conduct of the meeting provided with the request;
3. No formal walk through at both locations was performed.

Risk Mitigation

4. The detailed proposal submitted with gMeets request NY203232A addresses the majority of the known risks of the meeting. The general requirements for mitigation of COVID-19 exposure in the UNHQ complex (previously provided, available on request) have been agreed. In addition to the measures outlined in the proposal, the following mitigation measures are required:
 - a. The President (or Chair) of the Meeting is requested to provide the entry and exit safety briefs from the podium;
 - b. Additional emphasis is requested for attendees to keep face coverings on at all times;
 - c. The entry and exit to both locations shall be completed following the required physical distancing.

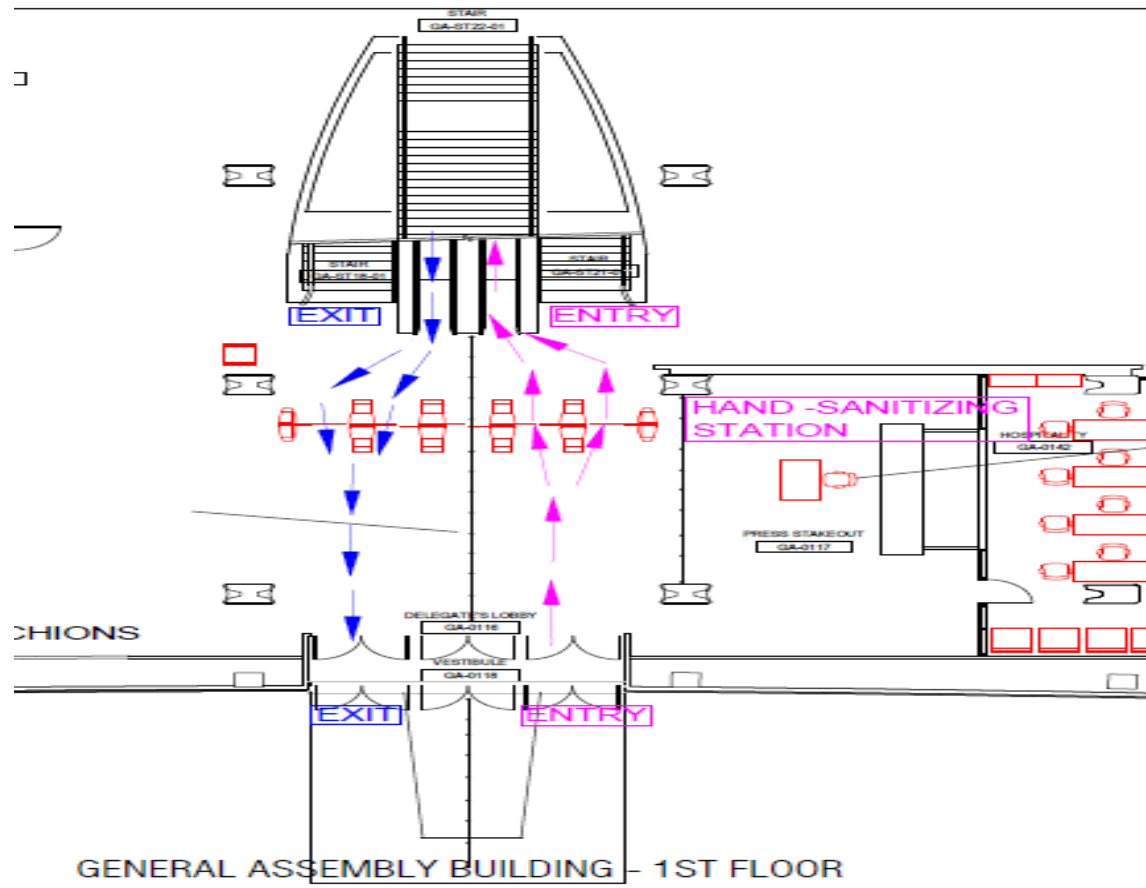
Risk Rating

5. If the mitigation measures in the proposal and in paragraph 4. above are implemented effectively, the meeting is considered *low risk*.
6. As with all assessments, the effectiveness of the mitigation measures will be monitored by OSH staff in order to ensure the health and safety of participants and to further inform the risk ratings of future meetings in the GA Hall and Conference rooms 1,2 &3.
7. Please contact me at rowell@un.org and eddahiri@un.org if you have any further questions.

cc: Ms. Ruth Valenzuela
Dr. Bernhard Lennartz

Annex II

Delegates' entrance to the General Assembly Hall



Annex III

Time slots for arrival

Slot A: 9:00 to 9:10 a.m. Slot B: 9:10 to 9:20 a.m. Slot C: 9:20 to 9:30 a.m. Slot D: 9:30 to 9:40 a.m. Slot E: 9:40 to 9:50 a.m.		
	States Parties	Assigned time slots
1	Albania	A
2	Algeria	B
3	Angola	C
4	Antigua and Barbuda	D
5	Argentina	E
6	Armenia	A
7	Australia	B
8	Austria	C
9	Azerbaijan	D
10	Bahamas	E
11	Bahrain	A
12	Bangladesh	B
13	Barbados	C
14	Belarus	D
15	Belgium	E
16	Belize	A
17	Benin	B
18	Bolivia (Plurinational State of)	C
19	Bosnia and Herzegovina	D
20	Botswana	E
21	Brazil	A
22	Brunei Darussalam	B
23	Bulgaria	C
24	Burkina Faso	D
25	Cabo Verde	E
26	Cameroon	A
27	Canada	B
28	Chad	C

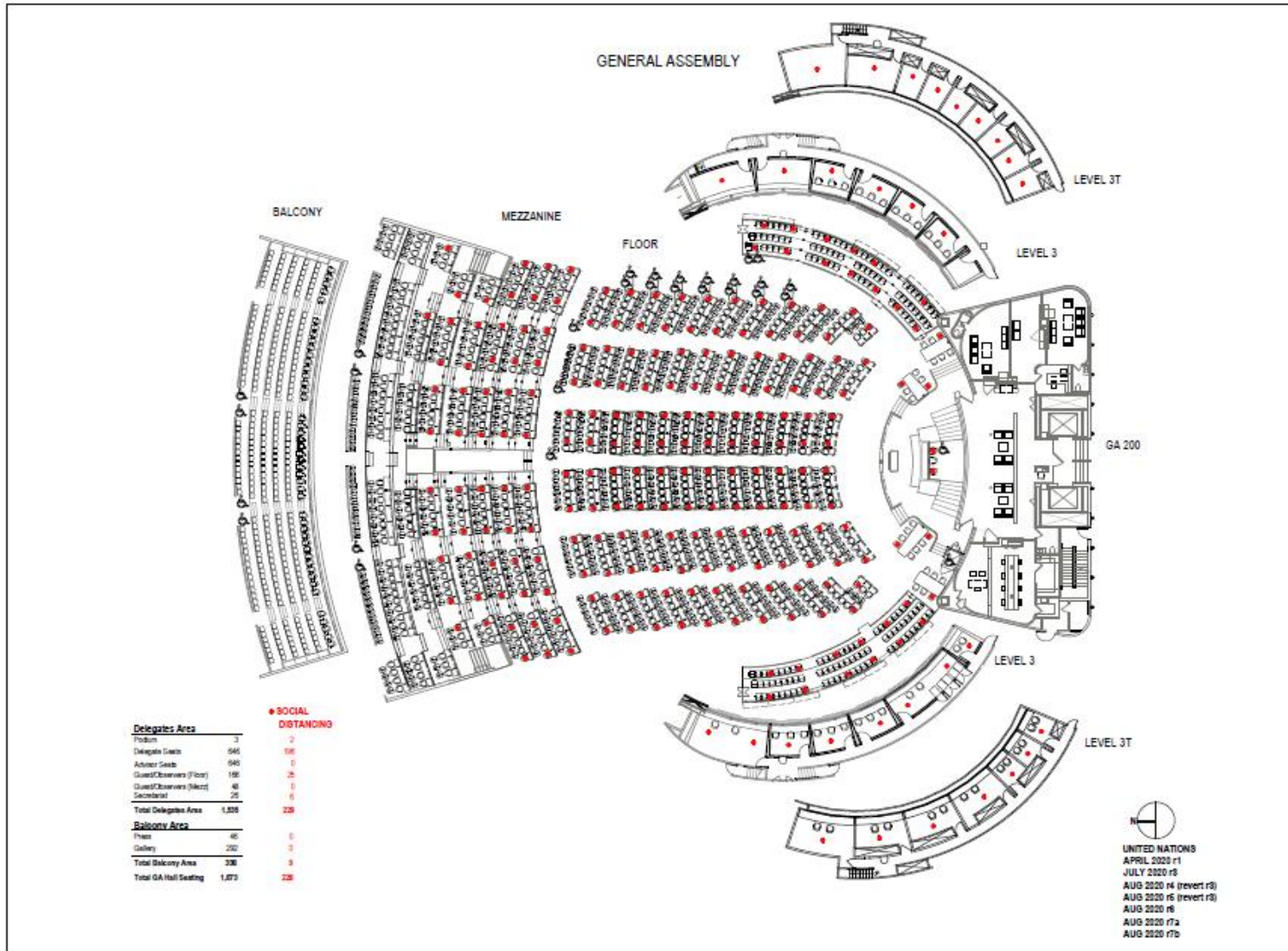
29	Chile	D
30	China	E
31	Comoros	A
32	Congo	B
33	Cook Islands	C
34	Costa Rica	D
35	Côte D'Ivoire	E
36	Croatia	A
37	Cuba	B
38	Cyprus	C
39	Czech Republic	D
40	Democratic Republic of the Congo	E
41	Denmark	A
42	Djibouti	B
43	Dominica	C
44	Dominican Republic	D
45	Ecuador	E
46	Egypt	A
47	Equatorial Guinea	B
48	Estonia	C
49	Eswatini	D
50	European Union	E
51	Fiji	A
52	Finland	B
53	France	C
54	Gabon	D
55	Gambia	E
56	Georgia	A
57	Germany	B
58	Ghana	C
59	Greece	D
60	Grenada	E
61	Guatemala	A
62	Guinea	B
63	Guinea-Bissau	C
64	Guyana	D
65	Haiti	E
66	Honduras	A

67	Hungary	B
68	Iceland	C
69	India	D
70	Indonesia	E
71	Iraq	A
72	Ireland	B
73	Italy	C
74	Jamaica	D
75	Japan	E
76	Jordan	A
77	Kenya	B
78	Kiribati	C
79	Kuwait	D
80	Lao People's Democratic Republic	E
81	Latvia	A
82	Lebanon	B
83	Lesotho	C
84	Liberia	D
85	Lithuania	E
86	Luxembourg	A
87	Madagascar	B
88	Malawi	C
89	Malaysia	D
90	Maldives	E
91	Mali	A
92	Malta	B
93	Marshall Islands	C
94	Mauritania	D
95	Mauritius	E
96	Mexico	A
97	Micronesia (Federated States of)	B
98	Monaco	C
99	Mongolia	D
100	Montenegro	E
101	Morocco	A
102	Mozambique	B
103	Myanmar	C
104	Namibia	D

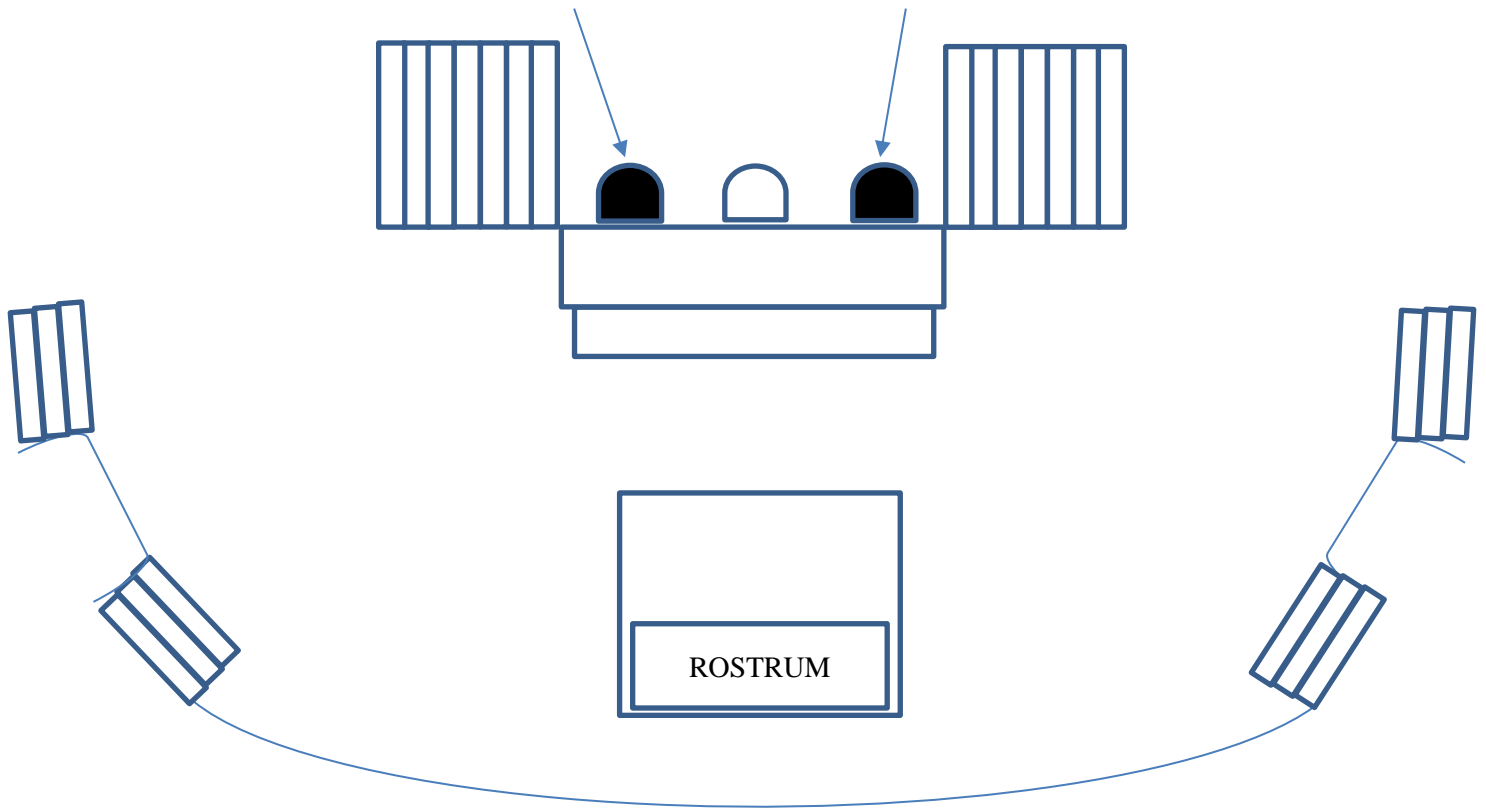
105	Nauru	E
106	Nepal	A
107	Netherlands	B
108	New Zealand	C
109	Nicaragua	D
110	Niger	E
111	Nigeria	A
112	Niue	B
113	North Macedonia	C
114	Norway	D
115	Oman	E
116	Pakistan	A
117	Palau	B
118	Panama	C
119	Papua New Guinea	D
120	Paraguay	E
121	Philippines	A
122	Poland	B
123	Portugal	C
124	Qatar	D
125	Republic of Korea	E
126	Republic of Moldova	A
127	Romania	B
128	Russian Federation	C
129	Saint Kitts and Nevis	D
130	Saint Lucia	E
131	Saint Vincent and the Grenadines	A
132	Samoa	B
133	Sao Tome and Principe	C
134	Saudi Arabia	D
135	Senegal	E
136	Serbia	A
137	Seychelles	B
138	Sierra Leone	C
139	Singapore	D
140	Slovakia	E
141	Slovenia	A
142	Solomon Islands	B
143	Somalia	C
144	South Africa	D

145	Spain	E
146	Sri Lanka	A
147	State of Palestine	B
148	Sudan	C
149	Suriname	D
150	Sweden	E
151	Switzerland	A
152	Thailand	B
153	Timor-Leste	C
154	Togo	D
155	Tonga	E
156	Trinidad and Tobago	A
157	Tunisia	B
158	Tuvalu	C
159	Uganda	D
160	Ukraine	E
161	United Kingdom of Great Britain and Northern Ireland	A
162	United Republic of Tanzania	B
163	Uruguay	C
164	Vanuatu	D
165	Viet Nam	E
166	Yemen	A
167	Zambia	B
168	Zimbabwe	C

Annex IV: Seating arrangements with physical distancing General Assembly Hall



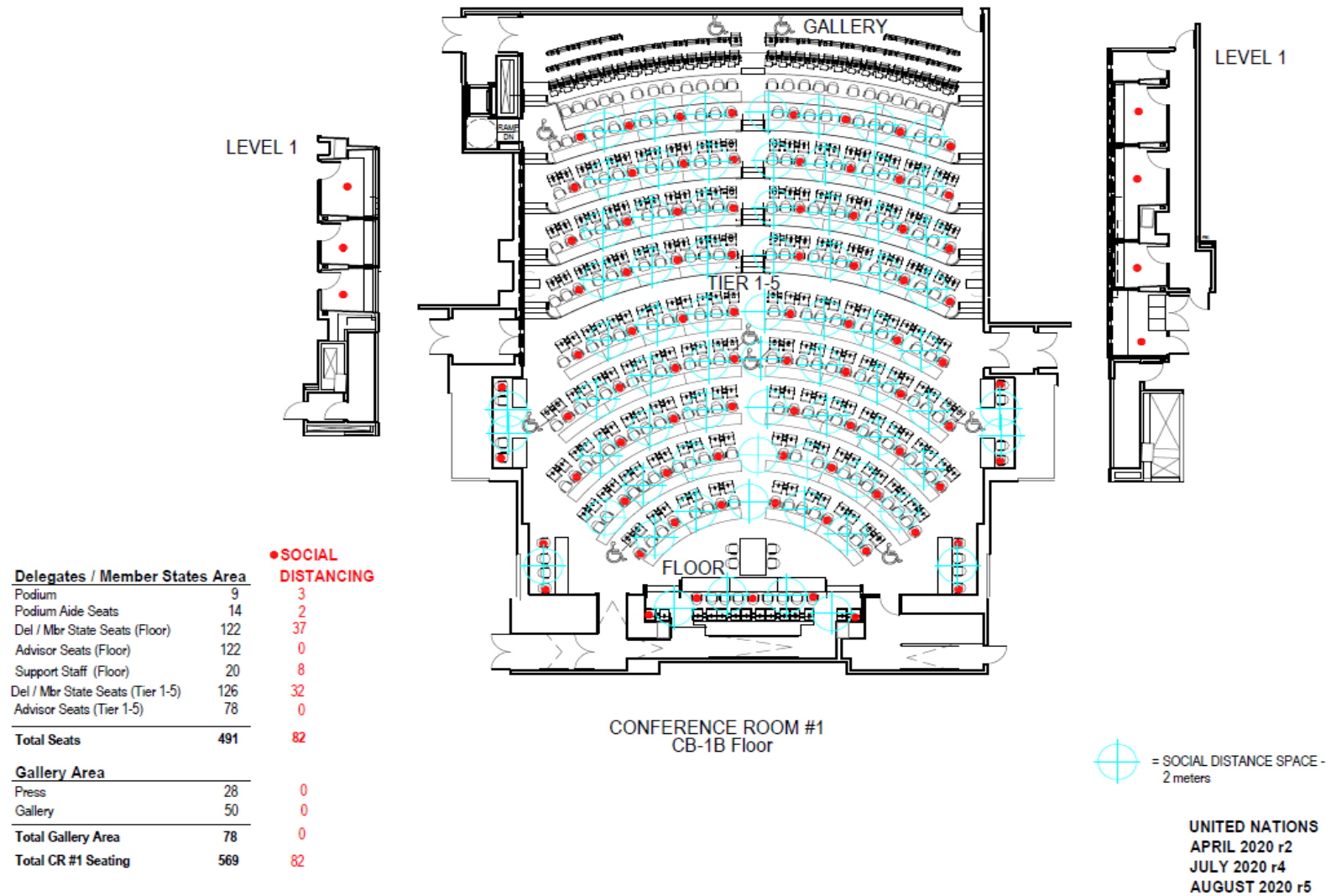
Podium arrangement: General Assembly Hall



**General Assembly
FLOOR**

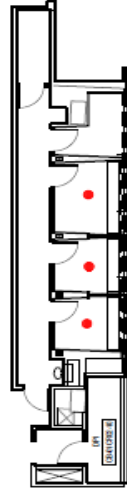
CR.1+2+3 seating with physical distancing

Conference Room 1

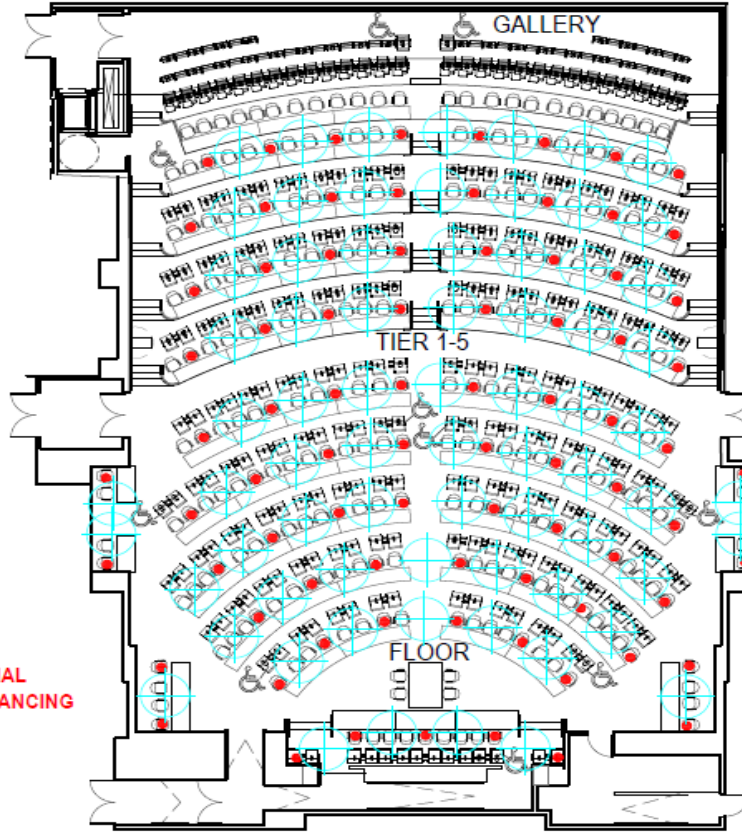
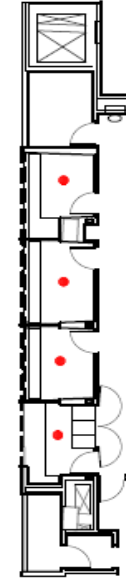


Conference Room 2

LEVEL 1




LEVEL 1



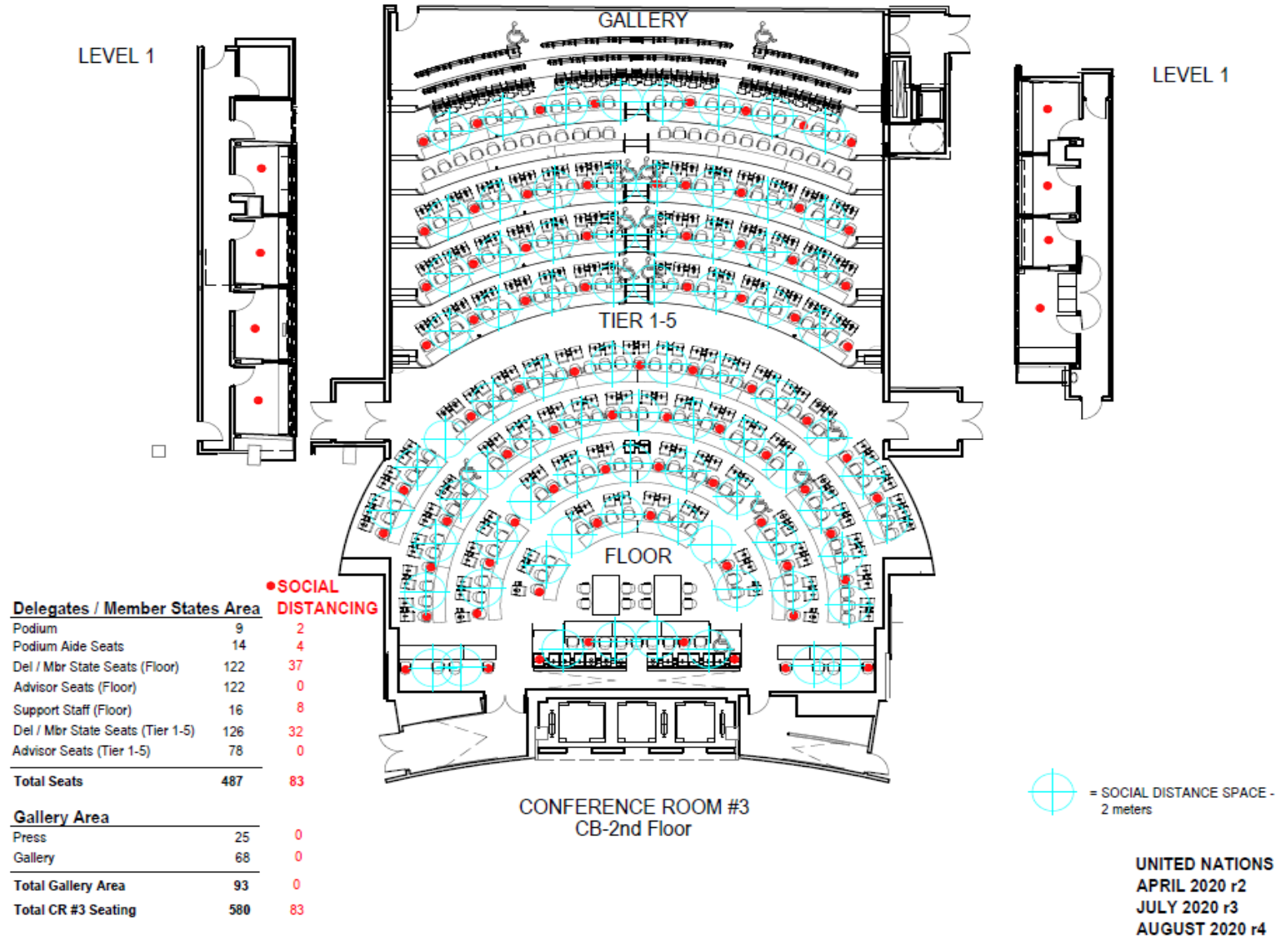
Delegates / Member States Area		
Podium	9	3
Podium Advisor Seats	14	2
Seats (Floor)	121	37
Advisor Seats (Floor)	123	0
Support Staff (Floor)	20	8
Del/Mbr State Seats (Tier 1-5)	124	32
Advisor Seats (Tier 1-5)	78	0
Total Seats	489	82
Gallery Area		
Press	28	0
Gallery	50	0
Total Gallery Area	78	0
Total CR #2 Seating	567	82

CONFERENCE ROOM #2
CB-1B Floor

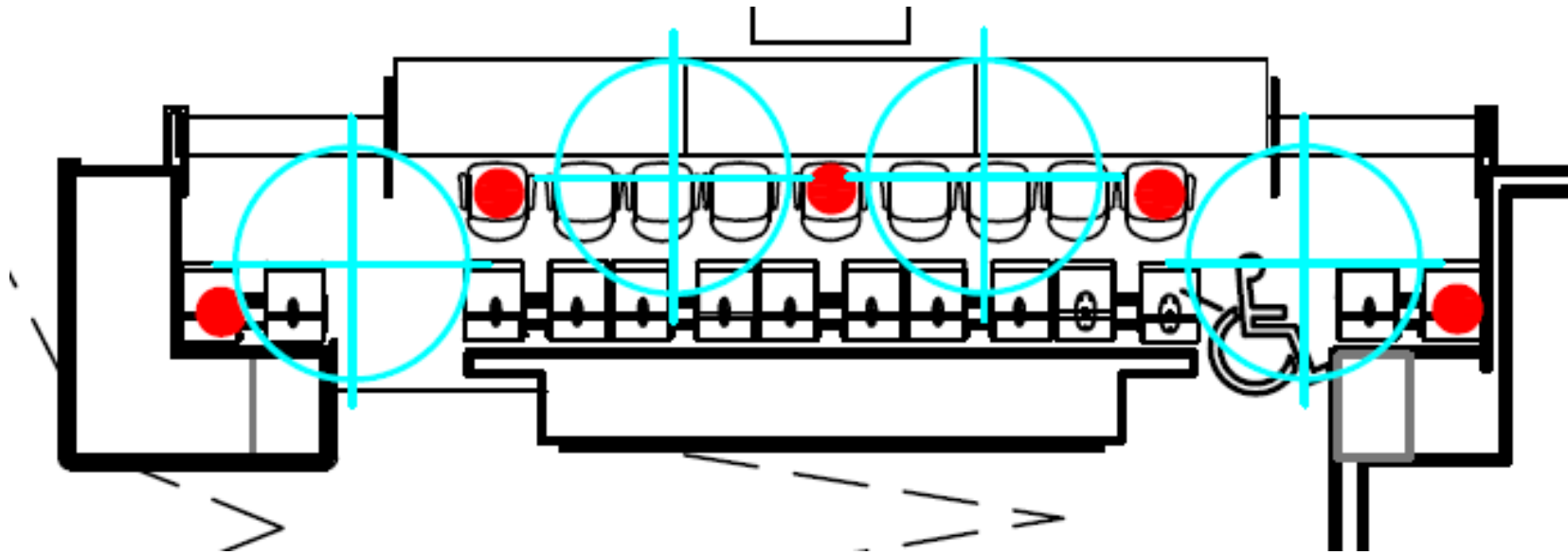
 = SOCIAL DISTANCE SPACE - 2 meters

UNITED NATIONS
APRIL 2020 r2
JULY 2020 r4

Conference Room 3



Podium arrangement: Conference Room 2

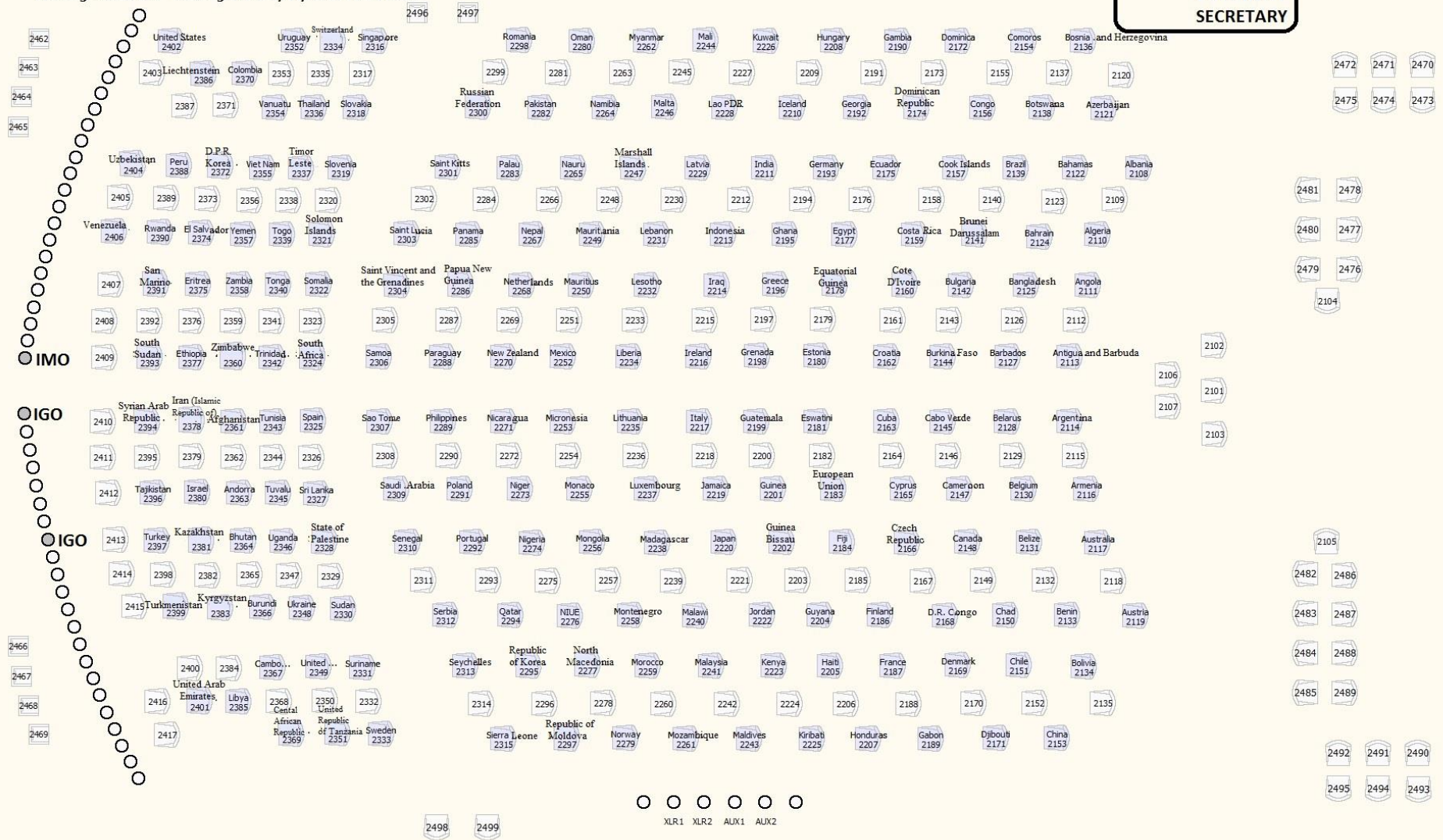


Annex V: Seating arrangements of delegations

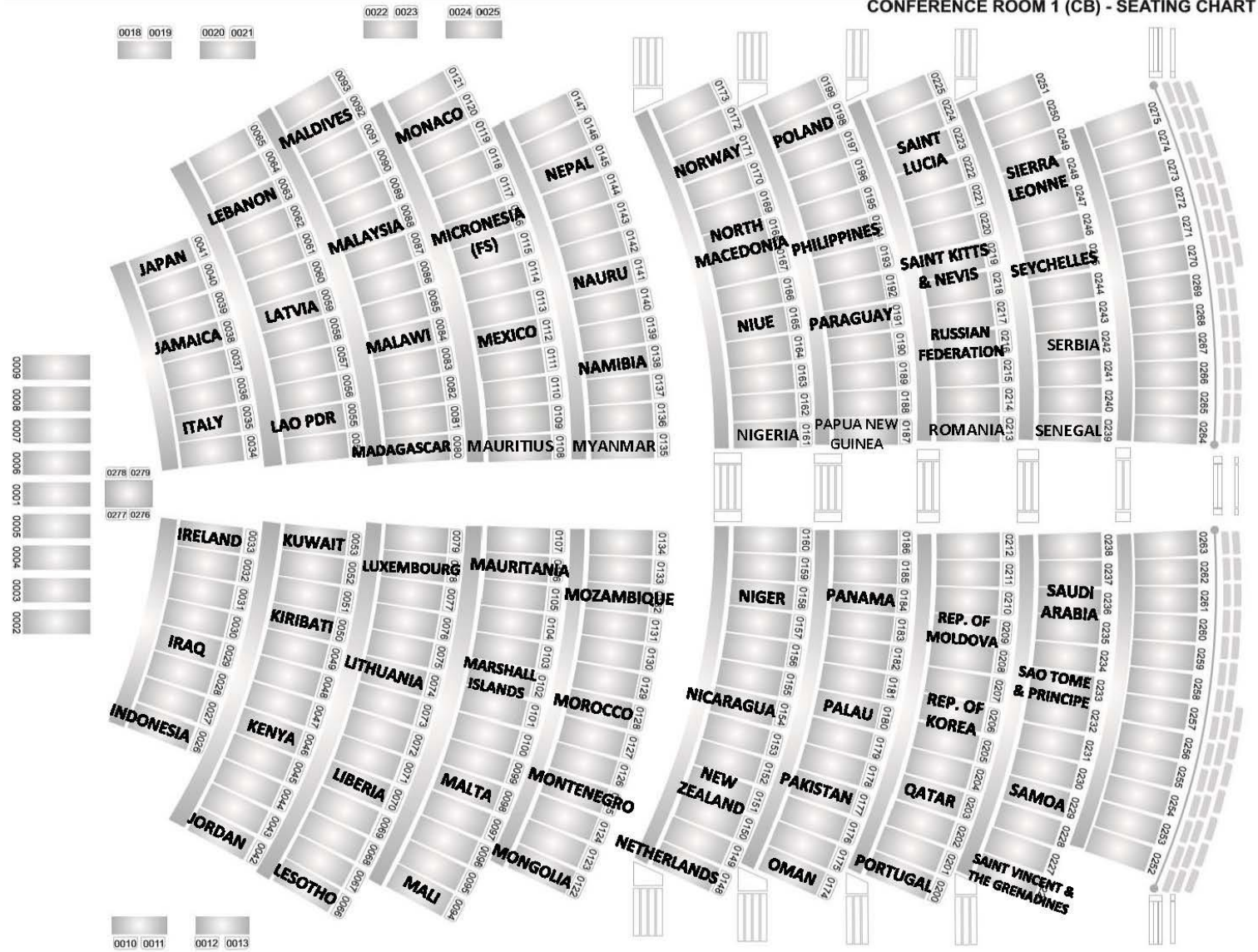
General Assembly Hall

PODIUM:
PRESIDENT
SECRETARY

Conference Name: GA HALL (GENERAL ASSEMBLY HALL)
Meeting Name: AM-GA HALL-SP UNCLOS 30th Meeting-9 DEC
Meeting Room: GA Meeting Start: 9/12/2020 10:00:00 AM

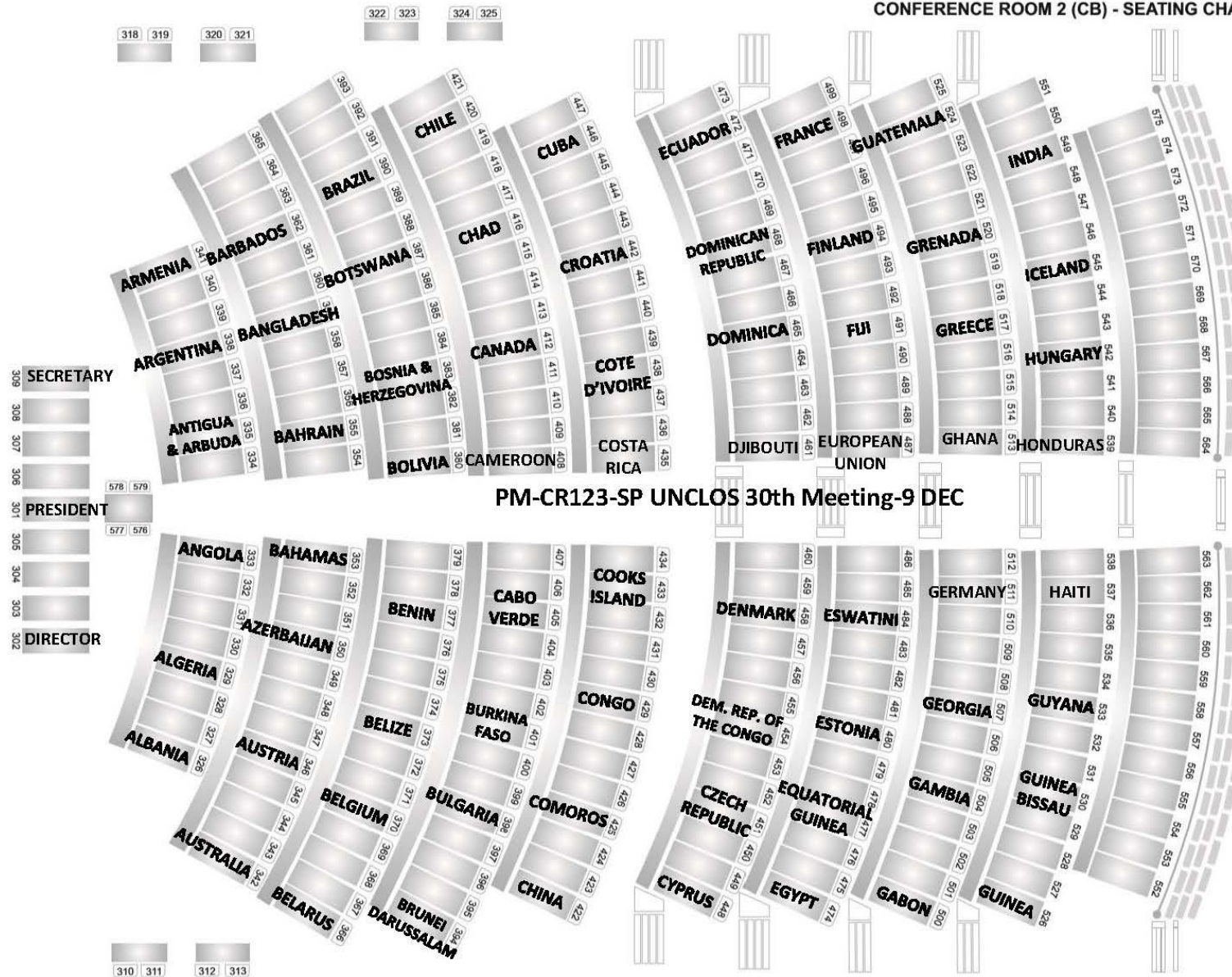


Conference Room 1



Conference Room 2

CONFERENCE ROOM 2 (CB) - SEATING CHART



PM-CR123-SP UNCLOS 30th Meeting-9 DEC

Conference Room 3

CONFERENCE ROOM 3

