



United Nations

Delegates Handbook

Eighty-first session of
the United Nations General Assembly



Opening date of the session	Tuesday, 8 September 2026
General debate	Tuesday, 22 September to Saturday, 26 September, and Monday, 28 September 2026
High-level segment to commemorate the fortieth anniversary of the Declaration on the Right to Development	Wednesday, 23 September 2026
High-level meeting to address the existential threats posed by sea level rise	Thursday, 24 September 2026
High-level meeting on pandemic prevention, preparedness and response	Friday, 25 September 2026
High-level meeting to commemorate the twenty-fifth anniversary of the adoption of the Durban Declaration and Programme of Action	Monday, 28 September 2026
High-level plenary meeting to commemorate and promote the International Day for the Total Elimination of Nuclear Weapons	Tuesday, 29 September 2026

EMERGENCY INFORMATION AND UPDATES

Hotline for updates during weather emergencies or other urgent situations **212 963 7090**

Links to local resources with information in case of emergencies emergency.un.org

The Notify NYC website offers the option of subscribing to email, text message or automated voice call alerts with citywide emergency updates <https://a858-nycnotify.nyc.gov/notifynyc/>

Delegates Handbook

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Note

The present booklet contains information of a general nature about United Nations Headquarters that is applicable throughout the eighty-first session of the General Assembly. Suggestions for changes to the booklet should be addressed to the General Assembly Affairs Branch (email: gaab@un.org).

Further information in preparation for the session can be found in the information note for delegations ([A/INF/81/4](#))* and the *Journal of the United Nations*.

The present booklet is also available on the website www.un.org/dgacm/en/content/protocol/delegates-handbook and on the General Assembly website (www.un.org/en/ga).

* [A/INF/81/4/Rev.1](#) to be issued in due course

[ST/CS/76](#)

September 2026–September 2027

Cover: © UN Photo/Manuel Elías

Message from the Secretary-General

The United Nations General Assembly remains the world's most representative body for dialogue and collective action. Every year presents a fresh opportunity to strengthen multilateralism, accelerate progress towards the Sustainable Development Goals and build a brighter future for all.

This eighty-first session convenes at a pivotal moment for the international community. Conflicts persist, the climate crisis is accelerating and trust among nations is under intense strain. Yet these crises reinforce a fundamental truth: our shared challenges can only be solved through shared solutions.

For more than eight decades, the *Delegates Handbook* has served as a trusted guide, providing practical information on everything from protocol and accreditation to media services and conference management. I am confident that this year's edition will serve delegates both seasoned and new as they carry out their vital work.

As we enter the eighty-first session – my last as Secretary-General – I thank you for our decade of partnership and extend my warmest wishes for a productive year.

ANTÓNIO GUTERRES

A handwritten signature in black ink, appearing to read 'António Guterres', with a long horizontal line extending from the end of the signature.

Secretary-General of the United Nations



Foreword by the Under-Secretary-General

As Under-Secretary-General for General Assembly and Conference Management, it is my pleasure to present the Delegates Handbook for the eighty-first session of the General Assembly.

This Handbook serves as a practical guide to facilitate your work throughout the session. It brings together essential details about the services and facilities provided by the Secretariat, assisting you as you navigate the various intergovernmental processes.



In addition to the general debate, this session's high-level week will feature several important meetings mandated by the General Assembly. These include the high-level segment to commemorate the fortieth anniversary of the Declaration on the Right to Development; the high-level meeting to address the existential threats posed by sea level rise; the high-level meeting on pandemic prevention, preparedness and response; the high-level meeting to commemorate the twenty-fifth anniversary of the adoption of the Durban Declaration and Programme of Action; and the high-level plenary meeting to commemorate and promote the International Day for the Total Elimination of Nuclear Weapons.

Further details on the session can be found in the information note for delegations ([A/INF/81/4](#)**), the annotated preliminary list of agenda items ([A/81/100](#)) and the annotated draft agenda ([A/81/100/Add.1](#)). Up-to-date scheduling and meeting information, including webcast access, is available daily in the *Journal of the United Nations* and via iGov ([igov.un.org](#)).

Throughout the session, the Department for General Assembly and Conference Management stands ready to provide support to Member States. I extend my best wishes for a productive and impactful eighty-first session.

MOVSES ABELIAN

A handwritten signature in black ink, appearing to read 'M. Abelian', with a stylized, flowing script.

*Under-Secretary-General for General Assembly
and Conference Management*

** [A/INF/81/4/Rev.1](#) to be issued in due course

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General information

United Nations Headquarters occupies an 18-acre tract of land in Manhattan. The site is owned by the United Nations and is international territory.

The Headquarters complex comprises five main structures that are all interconnected:

- General Assembly Building, housing the General Assembly Hall, conference rooms 4–8, 11, 12, E and F, and the GA-200 suite
- Library Building (reading room open; other areas closed for security reasons)
- South Annex Building (closed for security reasons, except for the cafeteria area, which will be open for a limited period during the general debate)
- Conference Building (long, low structure parallel to the river), where the Economic and Social Council, Security Council and Trusteeship Council Chambers are located on the 2nd and 3rd floors, with conference rooms 1–3, 9, A, B, C and D on the first basement level and conference rooms 1–3 and 10 on the 1st floor

GENERAL INFORMATION

- Secretariat Building (39 storeys), where press conferences are held on the 2nd floor

All conference rooms and chambers in the Conference Building, the General Assembly Hall and other conference rooms in the General Assembly Building can be reached from the delegates' entrance near East 45th Street. There is also an entrance by the Library and South Annex Buildings, near East 43rd Street.

Several buildings close to Headquarters house United Nations offices, including:

- DC2, Two United Nations Plaza, 323 East 44th Street
- FF Building, 304 East 45th Street
- Albano Building, 305 East 46th Street
- United Nations Institute for Training and Research (UNITAR) Building,
801 United Nations Plaza

Delegates who wish to locate departments or offices are advised to check with the Information Unit (tel.: 212 963 9999).

Access to United Nations Headquarters

- Pedestrian entry: The entrance for delegations to the General Assembly Hall is located at 1st Avenue and East 45th Street. Delegates can also enter via the 42nd and 46th Street entrances.
- Vehicle entry: To enter and park at Headquarters, all mission vehicles require United Nations diplomatic

licence plates (“D” plates), as well as a parking permit sticker for the session of the General Assembly (for more information, please see the section on the [Garage Administration on page 103](#)).

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, and of events in which they take part. Any acts that disrupt the normal functioning of the Organization’s programmatic activities, such as public displays of any form, including clothing, banners, placards or other written or visual means, as well as vocal/audio sounds, gatherings or demonstrations of any kind, including passive, are not allowed. Refusal to comply with these and any other 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 the administrative instruction on the authority of United Nations security officers ([ST/AI/2019/5](#)).

United Nations grounds passes and admission to meetings

Registration for members of official delegations

Passes for members of official delegations to regular and special sessions of the General Assembly and all other meetings at Headquarters on the official calendar are authorized by the Protocol and Liaison Service (tel.: 212 963 7181) and processed by the Pass and Identification Unit, whose office is located at [320 East 45th Street \(FF Building\)](#).

Registration requests for members of delegations to temporary meetings are processed through the online e-Registration system, available through the e-deleGATE portal (e-delegate.un.org). Guidelines on e-Registration

and answers to frequently asked questions can be found on the Protocol and Liaison Service website (www.un.org/dgacm/en/content/protocol/meetings).

Registration for official delegations of intergovernmental organizations (accredited to the United Nations as observers) that do not have offices in New York should follow the procedure specified under “[Guidelines on the e-Registration system for intergovernmental organizations away from New York](#)”.

Types of passes¹

The following types of passes may be issued:

- VVIP pass (without a photograph), issued by the Protocol and Liaison Service for Heads of State and Government, Vice-Presidents, Crown Princes and Princesses, and their spouses
- VIP pass (with a photograph), issued by the Protocol and Liaison Service for Deputy Prime Ministers, Cabinet Ministers, Speakers of Parliament and their spouses
- Gold pass for heads of delegations, processed by the Pass and Identification Unit
- Blue pass for all other members of delegations, processed by the Pass and Identification Unit

¹ Approved VVIP and VIP passes may be collected at the Protocol and Liaison Service and approved United Nations grounds passes for other delegates may be collected at the Pass and Identification Unit by a member of the mission with a valid United Nations grounds pass. Spouses will be issued the same type of pass as the principals.

Issuance of passes

Requests for passes for the following categories of participants may be processed through the e-Registration system (e-delegate.un.org) by submitting to the Protocol and Liaison Service an online application form, with a photograph if applicable:

- Heads of State and Government, Vice-Presidents, Crown Princes and Princesses, and their spouses (no photograph required)
- Deputy Prime Ministers, Cabinet Ministers, Speakers of Parliament and their spouses (colour photograph with white background in JPEG format required)
- Members of official delegations (colour photograph with white background in JPEG format required)

All requests must be submitted at least two working days in advance of when needed to ensure proper registration and issuance of passes. With immediate effect, members of delegations are required to provide their date of birth and passport number and country of issuance in the application for a grounds pass. Additional working days may be required prior to and during the general debate and other high-level meetings. The deadline for the submission of pass requests for the high-level segment (21–29 September 2026) is Friday, 11 September 2026. To access the General Assembly Hall and other areas during the high-level segment, a secondary pass will be required. For more information, see the information note for delegations ([A/INF/81/4](#)).²

² [A/INF/81/4/Rev.1](#) to be issued in due course.

Department of Safety and Security

	Tel.	Room
Security Operations Centre	212 963 6666 212 963 5555	NL 2B-044

The Security Operations Centre operates on a 24-hour basis and can be contacted by phone for all requests for access or general security enquiries.

The Security Operations Centre is staffed with security and fire-safety personnel. For fire or medical emergencies, first call 911 (dial 911 from a United Nations telephone) and then contact the Security Operations Centre at 212 963 6666 or 212 963 5555. For further details, see iseek.un.org/nyc/emergencyNY.

	Tel.	Room
Lost and Found Operations	917 367 8028	Visitors Centre

The Lost and Found Operations is located in the Visitors Centre at 801 1st Avenue (corner of 44th Street) and handles all queries concerning lost and found items, from 9 a.m. to 5 p.m., Monday to Friday. The Security Operations Centre addresses queries concerning lost and found items from 5 p.m. to 9 a.m.

	Tel.	Room
Special Services Unit	212 963 7531	GA 1B 052

The Special Services Unit is located on the first basement of the General Assembly Building (room GA-1B-052) and handles security-related enquiries pertaining to dignitaries and VIPs.

	Tel.	Room
Security Events Planning Unit	212 963 7028	CB-0105

The Security Events Planning Unit is located on the first floor of the Conference Building (room CB-0105) and coordinates the security arrangements for any event being held at the Headquarters premises, including the issuance of passes and tickets for guests. The Unit can be contacted by phone 212 963 7028 or email at security_service_coordinator@un.org.

Information Unit

The Information Unit (tel.: 212 963 9999) can advise on:

- Location and telephone numbers of delegations
- Office or official to be contacted for technical or substantive queries
- Location and telephone numbers of services, information media and United Nations clubs

For information concerning the location and telephone numbers of Secretariat officials and staff, dial “0” (for further information regarding the telephone system of various offices in the United Nations, please see [page 102](#)).

Healthcare Management and Occupational Safety and Health Division

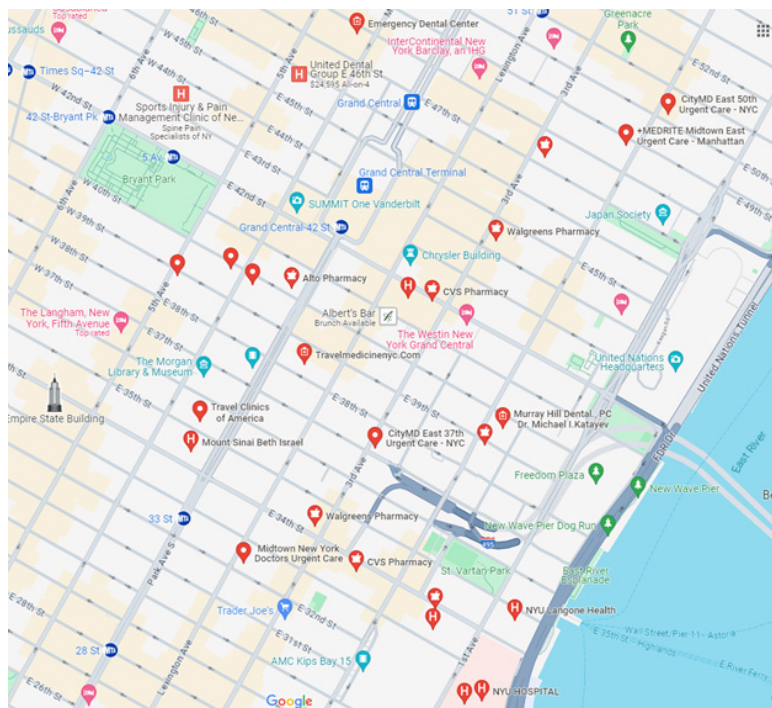
The Healthcare Management and Occupational Safety and Health Division provides on-site emergency medical assistance to delegates and members of diplomatic missions to the United Nations. In addition, the United Nations Headquarters Clinic within the Division provides first aid for injuries, travel-related health advice and guidance on accessing local healthcare service providers, including doctors, dentists, pharmacies and hospitals.

During the high-level segment of the General Assembly, an immediate medical response capability for the main campus will be provided by the United Nations Headquarters Clinic, New York City paramedics and United Nations security staff.

In a medical emergency, contact the Security Operations Centre (tel.: 212 963 6666), which will coordinate with the United Nations Headquarters Clinic, other medical assistance providers or the local emergency services (911), as appropriate.

Persons with low-grade illness should seek care from one of many local providers. Basic care for physical injuries or first aid is available at the United Nations Headquarters Clinic on the 5th floor of the Secretariat Building from 8.30 a.m. to 5 p.m., Monday to Friday. Limited primary care support will be available by telephone during business hours (tel.: 212 963 7090).

GENERAL INFORMATION



Service	Name	Contact
General medical consultations in UNHQ area, walk-in medical services and COVID-19 testing	CityMD East 50 th	952 2 nd Avenue 212 271 4864 Open 8 a.m. – 8 p.m. Weekends: 9 a.m. – 5 p.m.
	CityMD East 37 th	561 3 rd Avenue 212 729 4668 Open 8 a.m. – 8 pm Weekends: 9 a.m. – 5 p.m.

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Service	Name	Contact
	MEDRITE Midtown East Urgent Care	919 2 nd Avenue 646 655 1877 Open 8 a.m. – 8 p.m. Weekends: 9 a.m. – 6 p.m.
	MEDRITE Lenox Hill Urgent Care	1090 3 rd Avenue 212 931 0200 Open 8 a.m. – 8 p.m. Weekends: 9 a.m. – 6 p.m.
Emergency care	Bellevue Hospital	Via Security and Safety Service, Security Control Centre Ext. 3-6666
	NYU Langone Health	Emergency room: 570 1 st Avenue 212 263 5550
	NY Presbyterian Weill Cornell	Emergency room: 525 E 68 th Street 212 746 5454
Eye emergencies	New York Eye and Ear Infirmary of Mt Sinai	South building, 310 E 14 th Street, 3 rd floor 212 979 4500 Open 8 a.m. – 4 p.m.
Emergency dentist	Murray Hill Dental Dr. Michael Katayev	300 E 40 th Street, suite B 212 905 0081 or 212 518 3375

Service	Name	Contact
	Emergency Dentist NYC	100 E 12 th Street 646 336 8478
	Emergency Dental Center	18 E 48 th Street, room 1702 646 992 0930 or 212 750 1603
	Emergency Dentistry NY	141 W 20 th Street 718 952 0302
Infectious diseases	Mount Sinai Union Square	10 Union Square E, Suite 3H 212 420 2000
	Bellevue Virology Clinic	462 1 st Avenue 212 562 4038
	Travel medicine NYC	109 E 38 th St 212 725 0580
	Weill Cornell Medicine	1305 York Ave, 4 th floor 646 962 8747
Pharmacy	Duane Reade	711 3 rd Avenue Open 7 a.m. – 11 p.m. 212 599 4351
		300 E 39 th Street Open 7 a.m. – 11 p.m. 212 599 7492
		155 E 34 th Street Open 24 hours 212 683 3042

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Service	Name	Contact
	CVS	757 3rd Avenue Open 7 a.m. – 12 a.m. 212 758 2503 969 2nd Avenue Open 7 a.m. – 11 p.m. 212 935 1819 150 E 42nd Street Open 24 hours 212 661 8139
	Diplomat Chemists	800 2nd Avenue Open 9 a.m. – 6 p.m. Saturdays: 9 a.m. – 4 p.m. Closed Sundays 347 566 2888

Protocol and Liaison Service

The Protocol and Liaison Service is part of the Department for General Assembly and Conference Management.

	Tel.	Email	Room
<i>Director, Chief of Protocol</i> Beatrix Kania	212 963 7171	beatrix.kania@un.org	S-0208
<i>Deputy Chief of Protocol</i> Jean-Marc Koumoue	212 963 6663	koumoue@un.org	S-0212

GENERAL INFORMATION

	Tel.	Email	Room
<i>Senior Protocol Officer</i>			
Aicha Benmansour	917 367 8268	aicha.benmansour@un.org	S-0202
<i>Protocol Officer</i>			
Fariz Mirsalayev	212 963 7177	mirsalayev@un.org	S-0205
<i>Protocol Officer</i>			
Carolina Llovera Alcazar	212 963 7170	carolina.llovera@un.org	S-0207
<i>Blue Book</i>			
Hans Grohmann	212 963 2938	grohmann@un.org	S-0211
<i>Meetings Registration and Access</i>			
Stephanie Godfrey	917 367 2668	godfrey1@un.org	S-0213
Patrick Ruiz	212 963 7181	patrick.ruiz@un.org	S-0209
<i>Assistant to the Chief of Protocol</i>			
Millicent Lenolngenje	917 367 2549	millicent.lenolngenje@un.org	S-0201
<i>Mission Staff Registration</i>			
Roderick Santos	212 963 3602	santos2@un.org	S-0216C
<i>Mission Staff Registration</i>			
Haunath Kassi	212 963 7172	kassih@un.org	S-0216D

For information on the protocol officers and their respective portfolios of Member States, observer States and intergovernmental organizations, as well as detailed information on the registration of delegates and staff members, please see the Protocol and Liaison Service website (www.un.org/dgacm/en/content/protocol).

Credentials

For the sessions of the General Assembly, credentials of representatives (issued by the Head of State or Government or by the Minister for Foreign Affairs) should be submitted to the Secretary-General one week before the opening of the session, if possible.

A scanned copy of the credentials, as well as other communications containing the names of representatives (such as letters and notes verbales from the permanent missions), should be submitted only through the e-Credentials online platform, which can be accessed through the e-deleGATE portal (e-delegate.un.org). Emailed submissions of scanned copies of the credentials will not be accepted. Only the original hard copy of the credentials should be delivered to the Office of Legal Affairs, located on the 36th floor of the Secretariat Building.

Blue Book of Permanent Missions to the United Nations

The [*Blue Book*](#) of *Permanent Missions to the United Nations* lists the diplomatic personnel of Member States, the staff of intergovernmental organizations accredited to the United Nations as observers, and the staff of liaison offices of specialized agencies and related organizations. All interim movements of personnel and changes in addresses, telephone and fax numbers, national holidays and so forth are updated in the [*Blue Book Online*](#) as soon as the Protocol and Liaison Service is notified of such a change by a mission.

Protocol and Liaison Service website

The most up-to-date version of the *Blue Book* can be found on the Protocol and Liaison Service website, along with a list of Heads of State and Government and ministers for foreign affairs, a list of senior United Nations officials, the Manual of Protocol and other useful information (www.un.org/dgacm/en/content/protocol).



General Assembly and its Main Committees, the Economic and Social Council and other organs

General Assembly

Information on the General Assembly is available at www.un.org/ga.

President of the General Assembly

Khalilur Rahman (Bangladesh)

On 2 June 2026, the General Assembly elected the President for the session, pursuant to rule 30 of its rules of procedure.

Office of the President of the General Assembly

The Office is located on the 2nd floor of the Conference Building.

	Tel.	Email	Room
Office of the President	212 963 7555	opga@un.org	CB-0246
<i>Spokesperson</i>	212 963 6274		S-0244

Vice-Presidents of the General Assembly

On 2 June 2026, pursuant to rule 30 of its rules of procedure, the General Assembly elected the 21 Vice-Presidents for the session.

1. Afghanistan	12. Iraq
2. Antigua and Barbuda	13. Ireland
3. Cabo Verde	14. Lebanon
4. China	15. Mongolia
5. Dominican Republic	16. Paraguay
6. Egypt	17. Poland
7. Eritrea	18. Russian Federation
8. Finland	19. United Kingdom of Great
9. France	Britain and Northern Ireland
10. Gabon	20. United States of America
11. Guinea-Bissau	21. Zimbabwe

Secretariat arrangements for the General Assembly

The Secretary-General acts in his capacity as Chief Administrative Officer of the Organization at all meetings of the General Assembly.

Overall responsibilities for the work of the Secretariat in connection with the General Assembly are vested in the Under-Secretary-General for General Assembly and Conference Management, Movses Abelian.

The Director of the General Assembly and Economic and Social Council Affairs Division coordinates the work of the session. The Director also assumes direct responsibility for the servicing of plenary meetings and the meetings of the General Committee.

Questions relating to the work of the General Assembly should be referred to the General Assembly and Economic and Social Council Affairs Division.

General Assembly and Economic and Social Council Affairs Division

	Email
<i>Director:</i> Ruth de Miranda	demiranda@un.org
General Assembly Affairs Branch	
<i>Chief:</i> Kenji Nakano	nakano@un.org
Sangeeta Sharma	sharma7@un.org
Svetlana Emelina Sarte	emelina@un.org
Rukshan Perera	perera2@un.org
Wannes Lint	lint@un.org
Rommel Maranan	maranan@un.org
Louisa Wagner	louisa.wagner@un.org

Arrangements for the list of speakers

Carlos Galindo	galindo@un.org
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Information on plenary elections and candidatures³

Rommel Maranan	maranan@un.org
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All the individuals listed above attend to matters relating to plenary meetings of the General Assembly and meetings of the General Committee.

³ Information on candidates submitted by Member States for the session may be found on the e-Candidatures and Elections module, which is accessible through the e-deleGATE portal (e-delegate.un.org).

Plenary meetings of the General Assembly and meetings of the General Committee

Schedule: A draft programme of work of the plenary for the session is set out in the report of the Secretary-General on the revitalization of the work of the General Assembly ([A/80/900](#)). There is no predetermined programme of work for formal and informal meetings of the plenary for the resumed part of the session (1 January 2027–September 2027). Meetings will be announced in the *Journal of the United Nations* when they have been scheduled.

Agenda: The provisional agenda of the session is set out in [A/81/150](#). The annotations are set out in [A/81/100](#) and [A/81/100/Add.1](#). After its adoption by the plenary, the agenda will be issued as [A/81/251](#).

List of speakers: Focal points from permanent missions are requested to register speakers with the General Assembly Affairs Branch using the e-Speakers system, available through the e-deleGATE portal (e-delegate.un.org). For support with registering speakers, please email gaspeaker-slist@un.org and galindo@un.org.

Draft resolutions and decisions: For the submission of a draft resolution or decision for the plenary, please consult the guidelines for the submission of proposals (https://www.un.org/en/ga/pdf/guidelines_submit_draft_proposals.pdf).

High-level meetings and the general debate: Arrangements for the high-level meetings and the general debate are set out in the information note for delegations ([A/INF/81/4](#)).⁴

Other useful documents: Information on the organization of the session (including the conduct of meetings, the length of statements, explanations of vote, rights of reply,

⁴ [A/INF/81/4/Rev.1](#) to be issued in due course.

points of order and concluding statements, records of meetings, resolutions, documentation, questions relating to the programme budget, observances and commemorative meetings, and special conferences) can be found in the memorandum by the Secretary-General ([A/BUR/81/1](#)). The report of the Ad Hoc Working Group on the Revitalization of the Work of the General Assembly⁵ contains, among other things, an inventory chart of General Assembly resolutions on the revitalization of the work of the Assembly.

e-deleGATE portal, including Plenary Place

The Department for General Assembly and Conference Management has centralized the digital services available to delegates through the e-deleGATE portal ([e-delegate.un.org](#)). This password-protected portal contains links to general information (e.g. official documents, the *Journal of the United Nations* and the UN News Centre) and houses specific delegate-facing services, including online registration of delegates participating in meetings (e-Registration), inscription on the list of speakers (e-Speakers), submission and sponsorship of draft resolutions (e-Proposals) for the General Assembly, its Main Committees and its subsidiary bodies, and circulation of letters from the President of the General Assembly addressed to the Permanent Representatives and Permanent Observers to the United Nations in New York (Plenary Place).

Access to e-deleGATE is managed by access administrators in each permanent mission. They can grant access to various parts of the portal to delegates in their missions. Additional users can be granted access by the e-deleGATE access administrators at the permanent missions through the access management module. New delegates

⁵ See also [www.un.org/en/ga/revitalization](#).

should contact their access administrators to gain access. Questions from access administrators at the permanent missions can be directed to missions-support@un.int.

Queries regarding specific committees may be addressed to the individual committee secretaries, while queries about the plenary and the portal as a whole should be addressed to the General Assembly Affairs Branch (gaab@un.org).

Main Committees of the General Assembly

Pursuant to rule 30 of the rules of procedure of the General Assembly, the First Committee, the Second Committee, the Third Committee, the Special Political and Decolonization Committee (Fourth Committee), the Fifth Committee and the Sixth Committee have elected their respective Chairs for the session of the Assembly. See the sections below on each Main Committee for details.

Specific responsibility for the work of the Main Committees and other committees or organs is vested in the representatives of the Secretary-General to those committees. The secretaries of the Main Committees and other committees or organs of the General Assembly, who are listed below, are provided by the respective departments or offices of the Secretariat.

Email

First Committee

Chair: Lok Bahadur Thapa (Nepal)

Secretary of the First Committee:
Sonia Elliott

elliotts@un.org

Second Committee

Chair: Suela Janina (Albania)

Secretary of the Second Committee:

Jori Joergensen

joergensenj@un.org

Third Committee

Chair: James Martin Larsen (Australia)

Secretary of the Third Committee:

Ziad Mahmassani

mahmassani@un.org

Special Political and Decolonization Committee (Fourth Committee)

Chair: Coly Seck (Senegal)

Secretary of the Fourth Committee:

Claudia Gross

claudia.gross@un.org

Fifth Committee

Chair: Ibrahim Folorunsho Jimoh (Nigeria)

Secretary of the Fifth Committee:

Lionel Berridge

fifthcommittee@un.org

Sixth Committee

Chair: Trishala Simantini Persaud (Guyana)

Secretary of the Sixth Committee:

Arnold Pronto

pronto@un.org

Economic and Social Council

The current session of the Economic and Social Council runs from 23 July 2026 to 22 July 2027. Pursuant to Council decision 2027/200, members of the Bureau of the Council were elected for the 2027 session. The Bureau's main functions are to organize the work of the session (see resolution [2027/1](#) on the working arrangements for the 2027 session of the Council), with the support of the Secretariat (Department for General Assembly and Conference Management and Department of Economic and Social Affairs). More information on the Council is available at the website of the Council (ecosoc.un.org) and the [e-deleGATE portal](#).

Office of the President

The office is located on the 2nd floor of the Conference Building (CB-0225).

Secretariat arrangements for the Economic and Social Council

The Chief of the Economic and Social Council Affairs Branch, General Assembly and Economic and Social Council Affairs Division, Department for General Assembly and Conference Management, coordinates the work of the Council and assumes direct responsibility for the management of plenary meetings and forums convened under the auspices of the Council and the meetings of subsidiary bodies of the Council.

Substantive responsibility for the work of the Council and its subsidiary bodies is coordinated by the Director of the Office of Intergovernmental Support and Coordination for Sustainable Development, Department of Economic and Social Affairs.

Plenary meetings of the Economic and Social Council

	Email
Economic and Social Council Affairs Branch, General Assembly and Economic and Social Council Affairs Division	
<i>Chief of Branch and Secretary of the Council:</i> Emer Herity	herity@un.org
Office of Intergovernmental Support and Coordination for Sustainable Development, Department of Economic and Social Affairs	
<i>Director:</i> Lotta Tahtinen	tahtinen@un.org

Other organs

	Email
Credentials Committee	ecredentials@un.org
<i>Secretary of the Committee:</i> Vita Onwuasoanya	
Advisory Committee on Administrative and Budgetary Questions	
<i>Executive Secretary:</i> Felista Ondari	ondari@un.org
Committee on Contributions	
<i>Secretary of the Committee:</i> Sharon Borsits	borsits@un.org
Committee on Conferences	
<i>Secretary of the Committee:</i> Maria Grazia Bovo	maria.bovo@un.org



Conference services

Meetings and documentation services

The Department for General Assembly and Conference Management is responsible for providing the following services for meetings held in conference rooms located in the General Assembly Building and the Conference Building:

- Meeting planning and programming
- Meeting room servicing
- Interpretation
- Documentation and publishing services, including:
 - Editing
 - Translation
 - Text-processing and desktop publishing
 - eStatements
 - Printing
 - Distribution
 - Official, written meeting records

CONFERENCE SERVICES

For general enquiries regarding meeting requests and related services, please contact the Meetings Management Section (gmeets@un.org).

For general enquiries regarding documents, please contact the Documents Management Section (dms@un.org).

For general enquiries regarding printing and distribution of documents, eStatements and related services, as well as meetings support services in the conference rooms, please contact the Meetings Support Section (chiefmss-dgacm@un.org).

Programme of meetings

The programme of meetings is prepared by the Meetings Management Section. The daily programme of meetings is published online in the *Journal of the United Nations*.

All authorized clients, including permanent missions and United Nations entities, that wish to book conference rooms and meeting services should submit a request through the gMeets one-stop-shop portal (conferences.unite.un.org/gMeets). The portal is a self-service, single-entry point to submit requests for conference rooms and meeting services at Headquarters. All mandatory fields, including the screening questions, must be completed. Requests are reviewed and confirmed by the Meetings Management Section. Requestors can track the status of their requests in the “All My Requests” section of the portal. For additional information, please contact the Meetings Management Section (gmeets@un.org). For technical support related to the gMeets portal and user accounts, please contact the help desk (gmeets-helpdesk@un.org).

Duration of meetings

Morning meetings are generally scheduled from 10 a.m. to 1 p.m. and afternoon meetings from 3 to 6 p.m. Lunchtime bookings can be accommodated from 1.15 to 2.30 p.m. Owing to limited capacity, interpretation services are not available for non-mandated, unofficial meetings, press briefings or lunchtime bookings.

Punctuality: Owing to the large number of meeting requests and the limited facilities available, it is essential that meetings start on time and that the above schedule be strictly followed. Therefore, delegations are urged to arrive at meetings on time. In its [resolution 59/313](#), the General Assembly strongly urged all officers presiding over its meetings to start them on time. Delegations are also requested to complete their meetings and vacate conference rooms on time in order to allow sufficient time to prepare for subsequent meetings.

Scheduling of meetings: It is advisable to schedule related meetings consecutively, whenever possible, to ensure the maximum utilization of available services. For ease of transition, however, there should be a minimum of 30 minutes between unrelated meetings.

Cancellations: In the event that a scheduled meeting is cancelled, the organizers are requested to inform the Meetings Management Section immediately to allow for the reallocation of resources.

Interpretation requests received from regional and other major groupings of Member States, and requests for interpretation for other informal meetings, can be accommodated only when conference service resources are available. Please note that interpretation services are available only from 10 a.m. to 1 p.m. and from 3 to 6 p.m. on weekdays (Monday to Friday).

Participants joining United Nations meetings with interpretation remotely should follow the guidelines on remote participation requirements for multilingual United Nations meetings (www.un.org/dgacm/en/content/remote-participation-requirements-multilingual-united-nations-meetings).

Other information on the use of the premises by United Nations entities and Member States

In order to ensure the smooth conduct of meetings listed in the official calendar of conferences and meetings of the United Nations, as well as those of regional and other major groups of Member States, and to minimize wear and tear on conference rooms, the use of those rooms and the General Assembly Hall for events that are not official functions of the Organization should be in accordance with the administrative instruction on the use of space at Headquarters in New York for meetings, conferences, events and exhibits ([ST/AI/2019/4](#)). The administrative instruction provides up-to-date guidance on the use of United Nations premises, including conference rooms, with an emphasis on the non-commercial nature of such meetings and the responsibilities of the sponsors.

Use and care of United Nations electronic equipment

Delegates and other meeting participants are reminded that food and drinks are strictly prohibited in conference rooms to avoid accidental damage, in particular of conference management and simultaneous interpretation systems. Care should also be taken when utilizing microphones, channel selectors, voting switches and audio earphones, as these are sensitive electronic devices. Placing a cellular phone near a microphone may interfere with sound quality.

Use of mobile phones

Delegates are reminded to refrain from making or accepting phone calls at their delegation tables.

Seating protocol

The Secretary-General, on 2 June 2026, drew the name of Morocco from among the Member States to occupy the first seat in the General Assembly Hall during the upcoming session of the General Assembly. Consequently, the delegation of Morocco will be seated in the front row at the first desk to the right of the President. The seating of the delegations of the other Member States will follow in the English alphabetical order of names, in accordance with established practice and subject to the provision contained in paragraph (k) of the annex to Assembly resolution [ES-10/23](#). The same seating arrangement applies to meetings of the Main Committees.

Copies of the floor plan may be obtained electronically by sending an email request to the Chief of the Meetings Support Section (chiefmss-dgacm@un.org).

Requests by a delegation for accessible seating, in line with paragraphs 33, 34, 36 and 37 of General Assembly resolution [73/341](#), should be directed to the secretariat of the intergovernmental body concerned.

Journal of the United Nations

The *Journal of the United Nations* is prepared by the Journal Unit. The working hours of the Journal Unit during the main part of the General Assembly session are from 9.30 a.m. to 6 p.m.

The *Journal* is issued from Monday to Friday, except holidays. In accordance with General Assembly resolution [71/323](#) and rule 55 of the rules of procedure of the Assembly, all content related to official meetings, including summaries, is published in the six official languages of the United Nations (Arabic, Chinese, English, French, Russian and Spanish) throughout the year.

A multilingual digital version of the *Journal*, compatible with smartphones and tablets, is available at journal.un.org. The latest PDF version of the online *Journal* can be downloaded and printed from the Journal website, in all six official languages, by clicking “Download PDF”. The *Journal* is also accessible through the website of the United Nations, the Official Document System (documents.un.org), X (@[Journal_UN_ONU](#)) and by eSubscription (to subscribe, please visit undocs.org).

The *Journal* contains information on the meetings of the day and forthcoming meetings, including:

- Official meetings (summaries are added after the meetings, where applicable)
- Informal consultations
- Other meetings
- Forthcoming meetings
- Other events
- Conferences and summits

In addition, the digital version features:

- Real-time updates of meeting information and link to UN Web TV, where available

- Daily list of documents issued in accordance with rule 120 of the General Assembly rules of procedure
- Statements delivered by Member States at official meetings
- Signatures and ratifications of multilateral treaties deposited with the Secretary-General
- Information on press conferences
- International Court of Justice meetings held in The Hague
- General information
- Global calendar of conferences and meetings

The *Journal of the United Nations* offers a downloadable PDF for the daily programme and individual PDFs that can be downloaded for each meeting. The meeting-level PDF is rich with information about the meeting, such as the agenda, documents, eStatements, the summary of the meeting, the official record, the UN Web TV webcast and meetings coverage.

Material related to informal consultations and other meetings and events should be communicated by email to journal@un.org. The deadline for the submission of material to be included in the following day's issue of the *Journal* is 4 p.m. For other activities, material should be submitted before 4 p.m. at least two days in advance.

Material for inclusion as events organized by permanent and observer missions to the United Nations should be sent to the Journal Unit (journal@un.org) by 4 p.m. at least two days in advance using the following form: <https://cdn.unmeetings.org/OtherEvents/OtherEventsRequestForm.docx>.

The Other Events section of the *Journal* is reserved for announcements by permanent and observer missions to the United Nations. The United Nations neither reviews nor evaluates in any manner messages posted in this section and disclaims all responsibility for messages posted in the section. All responsibility for messages posted in the section is completely and exclusively borne by the permanent or observer missions that post the messages. Such announcements will appear only in the language of submission.

The *Journal of the United Nations* is also available through a downloadable application. Instead of accessing the *Journal* website through a browser, users can read it directly on their devices using the progressive web app, which is available in all six official languages.

Past issues of the *Journal of the United Nations* dating back to 1992 are available on ods.un.org. Delegations can access the full archive using full-text search capabilities, including historical meeting information and institutional records across more than three decades of United Nations intergovernmental proceedings.

Enquiries regarding the *Journal of the United Nations* should be addressed to the Journal Unit (email: journal@un.org).

Interpretation

In meetings where interpretation is provided, statements made in any of the six official languages of the United Nations are interpreted into the other official languages. Speakers are requested to deliver their statements at a speed that is interpretable. Although delegations are increasingly being given a time frame in which to deliver

their statements, they are kindly requested to do so at a normal speed, if possible, to enable the interpreters to give an accurate and complete rendition of their statements. When statements are delivered at a fast pace to comply with the time limit, the quality of interpretation may suffer. It is suggested that statements be delivered at a speed not exceeding the equivalent of 100 to 120 words per minute in English.

To facilitate the provision of interpretation, verbatim reporting and summary record services, delegations are requested to submit their statements (preferably in Microsoft Word, as well as in PDF format) by email to estatements@un.org. The name of the meeting and of the speaker, as well as the agenda item, should be indicated in the subject line of the email and in the heading of the statement. The statement should be submitted well in advance of the meeting, but no later than two hours before delivery, and not in hard copy. The statements will remain embargoed until their delivery and will be subsequently published. Delegations that prefer not to publish their statements are invited to submit them using the subject line “For Interpreters Only.”

Questions related to statements should be addressed to the Chief of the Meetings Support Section (chiefmss-dgacm@un.org).

Any speaker may also make a statement in a language other than the official languages. In such cases, in accordance with rule 53 of the rules of procedure of the General Assembly, the delegation in question must provide an interpreter from the non-official language into an official language. A spare interpretation booth, if available, may be reserved in each conference room to accommodate interpreters provided by Member States to interpret from their national languages into one of the six official languages. This facility will be available only for the duration of the national statement and only for interpretation in

one direction. Exceptional arrangements for interpretation facilities into a non-official language for Heads of State or Government may be requested to assist with communication within their respective speaking slot. However, the capacity to accommodate such requests will be very limited. Delegations seeking to provide their own interpreters for non-official languages are requested to inform the Interpretation Service well in advance by email (is-unhq@un.org) and to copy the Meetings Management Section (gmeets@un.org) and the Broadcast and Conference Support Section (request-for-services@un.org). The Interpretation Service will provide further instructions.

Written translations of statements delivered in official languages

“Read out verbatim” or “check against delivery” should be specified on the first page of the text when delegations provide a written translation of their statement. For written texts provided in more than one official language, delegations should indicate clearly which of them is to be accepted as the official text.

Read out verbatim: Interpreters will follow the translation. Therefore, any deviation from the text on the part of the speaker, including omissions and additions, is unlikely to be reflected in the interpretation.

Check against delivery: Interpreters will follow the speaker and not the translation. If the speaker deviates from the text, delegations should be aware that the interpretation heard by the audience will not necessarily correspond to the translation that they may have distributed to the audience and the press.

Microphones

The microphones start to operate only when the representative taking the floor has been called upon to speak and has

pushed the button. To ensure the best possible recording and interpretation of the statement, representatives should speak directly and clearly into the microphone, in particular when providing figures, quotations or highly technical material or when reading from a prepared text. Tapping on the microphone to test if it is working, turning pages, and making or answering phone calls should be avoided. Moving away from the microphone while speaking should also be avoided as this affects the audio received by the interpreters and by the audience in the meeting room and worldwide, if the meeting is being webcast.

Records of meetings

Written meeting records are provided for the plenary meetings of the principal organs, meetings of the Main Committees of the General Assembly and, on a limited and selective basis, meetings of certain other bodies. Meeting records are in one of two forms: verbatim records (known as PVs) or summary records (SRs). The records are prepared by the Secretariat and are subject to correction by delegations in line with the relevant rules of the body concerned. However, corrections that add to or alter the sense of a statement as actually delivered cannot be accepted.

- PVs contain coverage of the proceedings *in full*. Each PV in an official language of the United Nations contains translations of speeches made in other official languages and edited transcripts of speeches delivered in the original language.
- SRs cover the proceedings in a concise, abbreviated form. They summarize the views of the speakers and are not intended to reproduce statements textually.

- Delegates are advised that if any portion of a written statement is not actually read out, it will not appear in the record of that meeting. Delegates submitting written statements for delivery during a meeting in one of the six official languages of the Organization are requested to provide a Microsoft Word version (in addition to the PDF copy) in order to facilitate the production of verbatim and summary records.
- The provision of written records (PVs or SRs) for United Nations bodies is regulated pursuant to decisions of the General Assembly and other principal organs.
- The Summary section of the *Journal of the United Nations* provides a brief overview of the proceedings as a reference.

In addition, audiovisual recordings of meetings are available for consultation ([see page 98](#)).

Corrections to meeting records

- Corrections to PVs should be sent to the Chief of the Verbatim Reporting Service (verbatim@un.org).
- Corrections to SRs should be sent to the Chief of the Documents Management Section (dms@un.org).

Corrections should be in the form indicated in the corrections footnote on the front page of the PV or SR. If corrections are inserted in a copy of the record, the front page of the corrected record should bear the signature and title of an authorized official of the delegation concerned.

Delegations are requested to make sure that, if the corrections are made by hand, they are written clearly and that the place in which they are to be inserted is indicated precisely.

Corrections to PVs should be limited to errors and omissions in statements as actually delivered, that is, in the original language. When a request is submitted for a correction, a check is made against the audiovisual recording of the relevant speech.

Corrections to SRs should not cover points of style or include lengthy additions that would upset the general balance of the summary record.

The text of a speech should not be submitted in lieu of corrections.

Issuance of corrections

Records of United Nations bodies are reissued electronically and posted on the Official Document System (documents.un.org) in corrected form.

Questions relating to General Assembly documentation should be addressed to the Documents Management Section.

Documents Management Section

	Email
Documents Management Section	dms@un.org
<i>Chief:</i> Masud Rana	rana@un.org
Dawa Sangey	sangey@un.org

Document facilities

Translation and printing of documents

Delegations wishing to submit documents for consideration by a United Nations body should present them to the Secretary-General or to the secretary of the body concerned. The staff of the Documents Management Section are not authorized to accept documents for translation or reproduction directly from delegations.

The categories of documents are as follows:

- “General” series.
- “Limited” series (L, followed by the serial number), comprising documents of a temporary nature, such as draft resolutions and amendments thereto. When such documents are submitted during a meeting and are required urgently, advance versions marked “Provisional” are reproduced immediately by special arrangement and distributed to participants in English only. Edited texts and revised translations are issued later.
- The “Restricted” series (R, followed by the serial number), comprising only those documents which, owing to the nature of their content, are not made public at the time of issuance. Such documents are not available on the Official Document System (ODS). ODS is accessible at documents.un.org.
- Conference room papers (CRPs) or working papers (WPs), which are informal papers, in English or the language of submission, and are used in the course of a meeting and distributed only to participants and other interested recipients attending the meeting. These documents may be made available by the substantive secretariats on their websites or by other electronic means. However, they are not available on ODS.

Distribution of documents for delegations

Predetermined quantities of specified documents issued at Headquarters will be available for collection at the distribution pick-up area, on the 1B level of the Library Building. Please note that any changes to the quantities of documents requested for distribution to delegations should be submitted in writing at least two working days prior to the date required and addressed to the Chief of the Meetings Support Section (chiefmss-dgacm@un.org).

On-demand services (printing of documents, assistance with access to online services, etc.) are provided through the Documents Assistance Centre (room CB-0264) and at the Documents Counter (room S-1B-032).

Requests for hard copies of documents may be made via email to chiefmss-dgacm@un.org and should specify the document symbol, the languages required, the quantity of copies requested and the physical delivery address.

Any additional documentation needed may be retrieved online through ODS documents.un.org). No login is required to access the portal. Documents are also available via the eSubscription service (www.undocs.org), through which delegates can sign up to receive email alerts containing weblinks to the latest edition of the *Journal* and to documents issued daily at Headquarters.

Information on ODS can be requested by calling 212 963 6439.

Communications from Member States for issuance as documents of the General Assembly

Delegations requesting issuance of communications as documents of the General Assembly should ensure that they are addressed to the Secretary-General and signed by the permanent representative or chargé d'affaires of the

permanent mission to the United Nations. The communications should indicate the session of the General Assembly and the number and title of the agenda item under which circulation is requested, using the latest agenda.

Electronic versions in Microsoft Word format should be sent to the Executive Office of the Secretary-General (sgcentral@un.org), with a copy to dms@un.org and gaab@un.org, to facilitate the processing of communications. If versions in other official languages of the United Nations are available, they should be included, with a clear indication of the original language and which language versions are to be used for reference only. Materials that are accessible to the public on websites or through the media, such as statements, press releases and images, should be cited rather than included in the communications.

For further information, please email dms@un.org.

Accessibility arrangements for persons with disabilities

The Accessibility Centre, located on the first basement level of the Secretariat Building (room S-1B-032), offers assistive information and communications technology to support those with auditory, visual or physical impairments. The assistive devices are available on-site or can be loaned to participants with disabilities. Requests should be submitted no later than three working days prior to the meeting.

The Accessibility Centre can be contacted at accessibilitycentre@un.org. More information is available at www.un.org/dgacm/en/content/accessibility.

Delegations are requested to inform the Secretariat of the accessibility requirements of delegates to facilitate participation in meetings. Upon request, adjustments can be made to seating arrangements to enable the participation

of persons with disabilities, in accordance with paragraphs 33, 34, 36 and 37 of General Assembly resolution [73/341](#). Accessible seating requests should be sent to accessibility-centre@un.org. Every effort will be made to accommodate reasonable advance requests.

Print-on-demand services are available for participants who require Braille copies of meeting documents. Requests for Braille copies should be sent to accessibilitycentre@un.org, with a copy to mssfrontdesk@un.org. Braille print-outs can be collected at the Accessibility Centre.

The Conference Building is equipped with wheelchair charging stations in various locations, marked with signs. A map showing the location of the charging stations is available at www.un.org/dgacm/sites/www.un.org.dgacm/files/map1234.2022_e.pdf.

IV.

Media, public and library services

Spokesperson for the Secretary-General

	Tel.	Email	Room
<i>Spokesperson for the Secretary-General</i> Stéphane Dujarric		dujarric@un.org	
<i>Deputy Spokesperson</i> Farhan Haq		haqf@un.org	
<i>Associate Spokespersons</i> Inazio Lopez Ochoa		inazio.lopezchoa@un.org	
Nadia Al-Kabariti		nadia.alkabariti@un.org	
Daniela Gross de Almeida		daniela.grossdealmeida@un.org	
Shirin Yaseen		shirin.yaseen@un.org	
Press enquiries	212 963 7160		S-0225
	212 963 7161		S-0226
	212 963 7162		

Press conferences

Requests for press conferences should be addressed to the Office of the Spokesperson for the Secretary-General (room S-0226; tel.: 212 963 7160, 212 963 7161 or 212 963 7162). Attendance at press conferences is limited to accredited journalists. Press attachés may attend a press conference sponsored by their mission. Requests should be emailed to Jamille McCord (mccord@un.org)

Services to correspondents

Daily press briefings are given at noon by the Spokesperson for the Secretary-General. During sessions of the General Assembly, the Spokesperson for the President of the General Assembly also briefs the press on Assembly matters. These daily briefings are webcast live and are archived for on-demand viewing immediately afterwards (see media.un.org/en). Highlights and transcripts of the noon briefing can be found on the website of the Spokesperson's Office (press.un.org/en/content/noon-briefings). For other services, see www.un.org/sg/spokesperson.

Department of Global Communications

The Department of Global Communications provides a wide range of services to representatives of the media, non-governmental organizations and the public.

News and Media Division

The News and Media Division produces multilingual multimedia products about the work of the United Nations at Headquarters and around the world. It manages the

Organization's main website and its audiovisual and photo libraries, provides services for journalists, and works with global partners to disseminate and broadcast United Nations products. Products are not official records; they are information materials for the press and public.

News and Media Division	Email
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<i>Director:</i> Ian Phillips	ian.phillips@un.org
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Coverage and Media Services Branch

<i>Deputy Director:</i> Hak-Fan Lau	lau@un.org
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Meetings Coverage Section (press releases)
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<i>Chief:</i> Mugeni Badjoko	badjoko@un.org
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<i>English Editor:</i> Chris Cycmanick	cycmanick@un.org
English website: www.un.org/press/en/	English_press@un.org

<i>French Editor:</i> Marilys Duteil	duteil@un.org
French website: www.un.org/press/fr/	French_press@un.org

Audiovisual Services Section

<i>Acting Chief:</i> Andreas Damianou	damianou@un.org
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Multimedia Resource Unit

<i>Officer-in-Charge:</i> Sok-Min Seo	seo1@un.org
Audiovisual Library:	avlibrary@un.org
Photo Library:	photolibrary@un.org

UN Photo

<i>Chief:</i> Mark Garten	garten@un.org
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Television Broadcast and Facilities Unit
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<i>Chief:</i> Alan Adair	alan.adair@un.org
--------------------------	--

Webcast Unit (United Nations Web TV)

webtv.un.org
--

<i>Chief:</i> Andreas Damianou	damianou@un.org
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News and Media Division	Email
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Media Accreditation and Liaison Unit www.un.org/malu	Malu@un.org
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<i>Chief:</i> Tal Mekel	mekel@un.org
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Media Documents Centre	mdc@un.org
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News and Content Branch

UN News

news.un.org
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<i>Chief:</i> Victor Evans-Harvey	evans-harvey@un.org
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UN Video

<i>Chief:</i> Olivier Salgado	salgado@un.org
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UNifeed

<i>Managing Editor:</i> Carlos Martinez	martinez12@un.org
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Digital and Promotion Branch

<i>Deputy Director:</i> Joachim Harris	joachim.harris@un.org
--	--

Web Services Section

<i>Chief:</i> Peter Dawkins	dawkins@un.org
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Digital Support Unit

<i>Chief:</i> Robert Neshovski	neshovski@un.org
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Partnerships Unit

<i>Chief:</i> Fang Chen	fchen@un.org
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Press releases

The Meetings Coverage Section prepares press releases and live coverage in English and French on open meetings held at Headquarters by the principal organs of the United Nations and their main subsidiaries; and major United Nations conferences abroad. Press releases are not official records; they are information products for the media and the public.

English press releases are available at press.un.org/en.
French press releases are available at press.un.org/fr.

Accredited correspondents may obtain press releases, links to documents and other United Nations materials from the Media Documents Centre by emailing mdc@un.org.

United Nations website

The main United Nations website (www.un.org) is available in all six official languages with daily updates.

The website includes a dedicated section for delegates (www.un.org/about-us/member-states), with links to the *Blue Book of Permanent Missions to the United Nations*, the *Manual of Protocol*, the *Journal of the United Nations*, United Nations documents and a number of additional resources. A list of street and email addresses and telephone and fax numbers of the permanent missions to the United Nations is available at www.un.org/dgacm/en/content/protocol/permanent-missions.

The United Nations website also offers access to research tools, links to the home pages of other parts of the United Nations system and a running feed of highlights from across the United Nations family (www.un.org/daily-pulse). The Global Issues section (www.un.org/en/global-issues) provides one-stop access to information on over 30 major topics and the Observances section provides details on General Assembly-mandated observances (<https://www.un.org/en/observances/international-days-and-weeks>).

Documents related to the work and meetings of the General Assembly, as well as information about its President, can be found in six languages at: www.un.org/ga.

Live and on-demand coverage of the annual general debate is available at gadebate.un.org. This portal includes an up-to-date list of speakers, easy-to-share individual pages for each speaker with a photograph of them at the podium, video and audio in all six languages (plus the original language, if different), summaries, news stories and official statements.

Additional information can be obtained from the Peter Dawkins, Chief of the Web Services Section (dawkins@un.org; tel.: 212 963 6974).

UN News

UN News produces daily multimedia news reports, interviews and feature stories covering the worldwide activities of the United Nations system in the six official languages, as well as Hindi, Kiswahili and Portuguese. Visit UN News at news.un.org.

UN News also provides thematic focus pages on United Nations priorities, in addition to special reports and photo essays. Audio interviews and news content are available directly on the UN News audio hub (news.un.org/en/audio-hub) for downloading free of charge and for embedding in online stories.

Delegates can subscribe to receive news updates when stories are posted or as a daily news digest at the end of each working day. Subscribe at news.un.org/en/content/un-newsletter-subscribe. The UN News Reader app for smartphones, available for iOS and Android, provides access to online stories and live streaming of major United Nations meetings and press conferences in the six official languages as well as Hindi, Kiswahili, and Portuguese.

UN News content is also distributed via social media platforms, including Facebook, X, YouTube and SoundCloud, as well as other language-specific platforms.

For more information on UN News, please email unnews@un.org.

UN Video

The UN Video Section produces news videos, features, social media products, interviews and more. These videos are shared on the flagship United Nations platforms and other outlets across the United Nations system and by partners serving global audiences and local communities.

UN Video products are available in the six official languages, plus Hindi, Kiswahili and Portuguese. Videos are versioned in diverse formats, reflecting the changing landscape of communications, from traditional broadcast outlets to social media platforms.

UN Video's daily news package service, UNifeed, provides broadcasters with timely, broadcast-quality HD video from across the United Nations system. All material is accompanied by shot lists and story synopses. Stories come from the global network of United Nations specialized agencies, funds and programmes, peacekeeping operations and Headquarters. New stories are posted on the UNifeed website and on Associated Press and Reuters video platforms as soon as they become available. UNifeed packages can be downloaded at media.un.org/unifeed/en. They are available free of charge for news purposes only, subject to the UNifeed terms of use.

For more information on the UN Video Section, please email Olivier Salgado (salgado@un.org).

Media services and facilities

The News and Media Division offers limited access to television facilities, where available, to delegates and accredited journalists. There may be costs associated with the use of the television studio. Multimedia products and services can be found at media.un.org/en or the websites listed below.

Accreditation for media correspondents

The Media Accreditation and Liaison Unit provides accreditation and liaison services for members of the press. For media accreditation requirements, please see www.un.org/malu or email malu@un.org.

Permanent and observer missions can request temporary media passes for official photographers and videographers, and for visiting journalists, through the e-Registration system on the [e-deleGATE](http://www.un.org/en/media/accreditation/pdf/eRegistration_guide_media_passes.pdf) portal ([instructions are available at www.un.org/en/media/accreditation/pdf/eRegistration_guide_media_passes.pdf](http://www.un.org/en/media/accreditation/pdf/eRegistration_guide_media_passes.pdf)).

Accredited media representatives without camera equipment may sit in conference room galleries to observe open meetings. Media representatives with cameras must be escorted by staff of the Media Accreditation and Liaison Unit to the designated media booths. Escort is available at the Unit's office, S-250, on the second floor of the Secretariat Building.

Mission staff and media representatives who wish to take photos or film at Headquarters, indoors or outdoors, should inform the Unit in advance by sending an email to malu@un.org.

The Media Accreditation and Liaison Unit issues a daily media alert containing information on open intergovernmental meetings, press briefings and conferences, and

other outreach activities at Headquarters (www.un.org/en/media/accreditation/alert.shtml).

Television, webcast and audiovisual library

United Nations Television (UNTV) delivers broadcast-quality live coverage of meetings, conferences and major events at Headquarters to broadcasters and media organizations around the world.

Beyond live coverage, UNTV also provides a range of broadcast and production services for Member States and United Nations entities, including live television and radio interviews, studio productions, podcasts and audio recordings.

Daily schedules, technical access information and live feed details are available at media.un.org/untv/en/daily-schedule.

For further information or to discuss production requirements, please contact the UNTV team at untv@un.org.

While UNTV serves primarily professional clients such as broadcasters and TV networks, UN Web TV (webtv.un.org) enables online viewing, including on mobile devices, of United Nations meetings and events live and on demand, in the six official languages (where interpretation is provided), for delegates and the public. The live coverage includes meetings of the General Assembly, the Security Council, the Economic and Social Council, the Human Rights Council and treaty bodies, hearings of the International Court of Justice, press conferences, media stakeouts, and most events in which the Secretary-General is participating.

The UN Web TV live player allows users to embed any video into their own websites and to share videos on social media.

Member States and United Nations entities can request webcast coverage of their side events on a cost-recovery basis. Requests must be made in advance and must be accompanied by a programme, flyer or URL with information about the event. For queries, contact the Webcast Unit (damianou@un.org).

Audiences can also follow live webcasting on the United Nations YouTube channel (www.youtube.com/unitednations), which also offers curated video content.

Delegates and media outlets can also request digital recordings (audio or video) of General Assembly and Security Council meetings through the Audiovisual Library (avlibrary@un.org). Digital files can be downloaded online at media.un.org/avlibrary/en or via a link sent by the Audiovisual Library. All requests will be serviced in the order in which they are received, and as soon as possible after events.

United Nations media partnerships

The United Nations welcomes rebroadcasting and republishing partnerships with media organizations, including broadcasters, online publishers, news outlets and social media platforms. Content available to broadcast and online media partners includes audio and video programming. Users are requested to sign a licence agreement, issued by the Department of Global Communications. UNifeed broadcast-quality footage packages can be downloaded in both PAL and NTSC formats at media.un.org/unifeed/en and are also available to media organizations via partnerships with Reuters, the Associated Press, CCTV+ and Wochit Inc.

For queries on UNTV, UN News and other content usage, please contact the Partnerships Unit (mediapartnerships@un.org).

United Nations photographs

Photographs documenting official United Nations meetings and the Organization's activities are available for download at media.un.org/photo/en. All photographs are the property of the United Nations, which holds all rights in connection with ownership and usage. Photographs may not be used in advertising or for any other commercial purpose without prior authorization from the Department of Global Communications. For queries, contact the Photo Library (photolibrary@un.org).

Campaigns and Country Operations Division

Campaigns and Country Operations Division

Email

Officer-in-Charge: Martina Donlon

donlon@un.org

Communications Campaigns Service

Officer-in-Charge: Martina Donlon

donlon@un.org

Information Centres Service

Officer-in-Charge: Darrin Farrant

farrant@un.org

Centres Operation Section

Chief: Eranjala Gooneratne

gooneratne@un.org

The Campaigns and Country Operations Division develops and coordinates strategic communications campaigns on priority issues, as well as major United Nations conferences, observances and crisis communications.

Communications campaigns and focal points

The Division's thematic websites include the following:

- Sustainable Development Goals: www.un.org/sustainabledevelopment
- Climate action: www.un.org/climatechange
- Hate speech: www.un.org/en/hate-speech
- Nelson Mandela International Day: www.un.org/en/events/mandeladay/
- Fight Racism: www.un.org/en/fight-racism
- ActNow: www.un.org/actnow
- Peace and Security: www.un.org/peaceandsecurity
- Africa Renewal: www.un.org/africarenewal
- Second International Decade for People of African Descent (2025–2034): www.ohchr.org/en/racism/second-international-decade-african-descent
- Outreach Programme on the 1994 Genocide Against the Tutsi in Rwanda and the United Nations: www.un.org/en/preventgenocide/rwanda/index.shtml

The Division's thematic sections are listed below.

Peace and Security Section		Email
<i>Chief:</i> Oisika Chakrabarti		oisika.chakrabarti@un.org
Sustainable Development Section		
<i>Acting Chief:</i> David Alejandro Pedroza Castro		david.pedrozacastro@un.org
Climate Section		
<i>Acting Chief:</i> David Alejandro Pedroza Castro		david.pedrozacastro@un.org
Africa Section		
<i>Chief:</i> Sofia Diarra		sofia.diarra@un.org
Human Rights Section		
<i>Programme Manager:</i> Julia Hagl		hagl@un.org

Social media

Multilingual updates are provided on all major social media channels. For official social media accounts, see the United Nations website (www.un.org/en/get-involved/social-media) or email Karin Orantes (orantes@un.org).

Delegates are encouraged to post updates using the [hashtag #UNGA](#).

United Nations information centres

Email: dgc_dis_unit@un.org

Website: www.un.org/en/department-of-global-communications/worldwide/united-nations-information-centres/

The Department of Global Communications currently has 59 United Nations information centres and services around the world, including information services in Geneva, Vienna and Nairobi, and the regional information centre in Brussels. The Information Centres Service of the Campaigns and Country Operations Division provides programmatic and administrative support to the network of information centres.

Outreach Division

Outreach Division	Email
<i>Director:</i> Maher Nasser	nasser@un.org
Partnerships and Public Engagement	
<i>Deputy Director:</i> Robert Skinner	skinner@un.org
Administration and Management Service	
<i>Deputy Director:</i> Isabelle Broyer	broyer@un.org

The Outreach Division of the Department of Global Communications engages with and educates people and their communities worldwide to encourage support for the ideals and activities of the United Nations. To achieve its objectives, the Division partners with key constituents, including non-governmental organizations, the academic

and creative communities, the publishing industry, libraries, private sector entities and the public.

Delegate website (iSeek for Member States)

Chief: Helga Leifsdóttir (leifsdottir@un.org)

The Delegate website (www.un.org/delegate) contains select content in English and French from the Organization's intranet, iSeek, as well as links to information managed by the General Assembly committees, the United Nations Headquarters telephone book, and a searchable staff directory. It provides information about meetings, elections, major reports, documents, international days, training opportunities and events at Headquarters. Please submit content or queries to iseek@un.org.

NGO Relations, Advocacy and Special Events Section

Chief: Andi Gitow (gitow@un.org)

The role of the NGO Relations, Advocacy and Special Events Section is to raise awareness of the issues and work of the United Nations and to inspire change through creative partnerships, collaborations, co-productions and engagement opportunities. The work of the Section encompasses:

- The Creative Community Outreach Initiative, which works with the entertainment industry, including film, television, music and sport, to encourage the integration of United Nations priority issues into storylines, and develop projects that amplify the Organization's messaging and inspire action (www.un.org/ccoi; email: creative@un.org).
- The Messengers of Peace Programme, which manages and coordinates relationships with prominent personalities

and influencers who volunteer their time and talent to raise awareness of the work and priority issues of the United Nations (www.un.org/mop).

- Coordination of the United Nations Day Concert, which is typically sponsored by a Member State and held in the General Assembly Hall to mark the entry into force of the Charter of the United Nations; and of commemorations for World Autism Awareness Day and the International Day of Sport for Development and Peace.
- The Civil Society Unit, which liaises with civil society organizations that are formally associated with the Department of Global Communications and supports the Department's efforts to disseminate information on the work of the United Nations and priority issues. The Unit also facilitates the exchange of information and develops collaboration opportunities with civil society representatives.
- The Non-Governmental Liaison Service, within the Civil Society Unit, which facilitates meaningful stakeholder engagement in United Nations processes, including support for the identification and accreditation of civil society organizations and representatives to participate in high-level events, summits and official meetings. The Service also facilitates collaboration among stakeholders to coordinate their input, working with the Office of the President of the General Assembly, the Executive Office of the Secretary-General, United Nations entities and others.

Civil Society Resource Centre

Website: www.un.org/civilsociety

X: [@UNDGC_CS0](https://twitter.com/UNDGC_CS0)

Email: undgccso@un.org

The Civil Society Resource Centre, located in the UNITAR Building, 2nd floor, is a unique space for networking and collaboration for civil society organizations formally associated with the Department of Global Communications. Visitors have access to a conference room, which can be reserved, as well as information on events and briefings organized by the Unit.

Services for civil society provided by the Department of Economic and Social Affairs

The ECOSOC and NGO Support Branch of the Office for Intergovernmental Support and Coordination for Sustainable Development acts as the focal point for non-governmental organizations in consultative status with the Economic and Social Council. For any questions, the Branch may be contacted through the messaging system on the website of the Civil Society Network (esango.un.org/civilsociety/displayCorrespondence.do?method=addPublicMessage).

Education Outreach Section

Chief: Jayashri Wyatt (wyatt@un.org)

The Education Outreach Section manages three mandated programmes: the Holocaust and the United Nations Outreach Programme, the Srebrenica Genocide and the United Nations Outreach Programme, and the Outreach Programme on the Transatlantic Slave Trade and Slavery. The Section also houses the United Nations Academic Impact initiative, which engages with institutions of higher education, scholarship and research on the priority issues of the United Nations, including the 2030 Agenda for Sustainable Development; and the Model United Nations programme.

Holocaust and the United Nations Outreach Programme

Programme Manager: Tracey Petersen (petersen3@un.org)

Website: www.un.org/en/holocaustremembrance

Facebook: www.facebook.com/unhop

X: [@UNHOP](https://twitter.com/UNHOP)

YouTube: www.youtube.com/holocaustremembrance

Srebrenica Genocide and the United Nations Outreach Programme

Focal Point: Dalila Sadinlija (dalila.sadinlija@un.org),
Office on Genocide Prevention and the Responsibility to Protect,

with support from Tracey Petersen (petersen3@un.org),
Department of Global Communications

Website: www.un.org/en/observances/srebrenica-genocide-commemoration-day

Outreach Programme on the Transatlantic Slave Trade and Slavery

Website: un.org/rememberslavery

X: [@rememberslavery](https://twitter.com/rememberslavery)

Model United Nations Programme

Website: un.org/mun

United Nations Academic Impact

Programme Manager: Aleksandra (Saša) Gorisek
(gorisek@un.org)

Website: www.un.org/en/academicimpact

Email: academicimpact@un.org

LinkedIn: www.linkedin.com/company/academicimpact

X: [@ImpactUN](https://twitter.com/ImpactUN)

Dag Hammarskjöld Library

Chief: Thanos Giannakopoulos (thanos.giannakopoulos@un.org)

405 East 42nd Street and 1st Avenue

Reading room: L-105 and L-248

Open Monday to Friday, 11 a.m. to 3 p.m.

Email: library-ny@un.org

Website: www.un.org/library

The Dag Hammarskjöld Library provides research and information services to support the participation of Member States in the United Nations. Its resources include:

- Access to bibliographic records, United Nations parliamentary and normative documents, publications, flagship reports, maps, voting data, speeches, press releases and more through the central repository of the Organization managed by the Library, the United Nations Digital Library (digitallibrary.un.org). Full text access is available for documents created after 1993
- On-demand digitization service for United Nations documents that are not available online
- Professional research service. Information specialists respond to requests within one hour. Questions can be asked via email (library-ny@un.org) and using Ask DAG!, a database of frequently asked questions and answers about the United Nations (ask.un.org)
- Training in United Nations research for delegates and mission staff. For a calendar of upcoming classes, consult the website: www.un.org/library

- Specialized websites created for Member States, including:
 - Member States on the Record, an online gateway to the United Nations history of each Member State: www.un.org/en/library/unms?
 - Voting Information Database: ask.un.org/faq/361637
 - Index to speeches: research.un.org/en/docs/find/meetings
- Research products on key United Nations issues, such as:
 - Peace and security: research.un.org/az.php?s=2253
 - Development: research.un.org/az.php?s=1515
 - And more: research.un.org/az.php
- Access to online commercial sources is offered free of charge for delegates and their staff via Wi-Fi from any United Nations building or by requesting a temporary personal ID. Contact the Library for details: dhlacq@un.org
- Access to thousands of electronic journals, newspapers and e-books in several languages, as well as interlibrary loans of books and articles not available from the Library's collection
- Research guides on United Nations topics of special interest to delegates, including:
 - An overview of United Nations documentation: research.un.org/en/docs
 - The Security Council, including tables of all past meetings, vetoes and resolutions: research.un.org/en/docs/sc
 - The General Assembly, including a list of resolutions research.un.org/en/docs/ga
 - The United Nations budget: research.un.org/en/docs/budget2020

The Library's reading rooms (L-105 and L-248) are quiet spaces where delegates can browse the latest magazines and books and receive assistance from information professionals.

The United Nations collection includes more than 10 million documents in all official languages, dating from the earliest days of the Organization. While United Nations documents issued since 1993 are available digitally, millions of documents remain in paper form only and are safeguarded by the Library.

The Library also maintains several special collections in print, including maps, and international law and League of Nations documents.

The Library is undertaking a digitization programme to preserve the Organization's institutional memory. Digitized documents are available and searchable online through the central repository (digitallibrary.un.org).

The Library collaborates with other United Nations Secretariat libraries throughout the world to provide fast and effective service to delegates and other stakeholders. It also coordinates a network of 348 United Nations depository libraries in 136 Member States and territories (visit www.un.org/en/library/page/united-nations-depository-library-programme).

Delegations and permanent missions may contact the Library for a personalized introduction to library services and resources. Comments and suggestions are always welcome.

United Nations publications

Chief, United Nations publications

Mary Glenn (mary.glenn@un.org)

Website: shop.un.org

Online platform: www.un-ilibrary.org

Email: publications@un.org

Social media: @unpublications

X: [@unpublications](https://twitter.com/unpublications)

Facebook: www.facebook.com/unpublications

Instagram: www.instagram.com/unpublications

United Nations publications are available in the United Nations bookshops in New York and Geneva, from online and physical retailers, and from the United Nations e-commerce website (shop.un.org). The e-commerce website offers United Nations publications in print and PDF formats, as well as a large selection of United Nations merchandise and gifts. Publications from 25 agencies, funds, programmes, institutes and entities are also available. The United Nations iLibrary (www.un-ilibrary.org) provides access to more than 11,000 digital publications that can be searched and shared. In addition, United Nations Publications converts popular titles into e-book formats, including e-books for people with print disabilities.

United Nations Bookshop

General Assembly Building

First basement level (room GA-1B-103)

Tel.: 212 963 7680

Email: bookshop@un.org

Monday to Friday, 9 a.m. to 5 p.m.

Visit the United Nations Bookshop in the General Assembly Building for United Nations books and publications; books on United Nations themes and priorities; high-quality,

sustainably sourced stationery and souvenirs; and a wide selection of children's books and toys.

Delegates qualify for a 25 per cent discount on United Nations publications and a 10 per cent discount on all other items over \$3.

Visitors' Services Section

Website: www.un.org/visit

X: [@VisitUN](https://twitter.com/VisitUN)

Facebook: www.facebook.com/UNVisitorsCentre

Email: toursunhq@un.org (guided tours)

unitg@un.org (group tours)

briefings@un.org (briefings)

inquiries2@un.org (public inquiries)

Acting Chief: Vincenzo Pugliese (pugliesev@un.org)

United Nations guided tours: Rula Hinedi (hinedi@un.org)

United Nations Speakers Bureau: Lilli Schindler (schindler@un.org)

United Nations exhibits: Melissa Budinic (budinic@un.org)

The Visitors' Services Section offers guided tours and briefings by United Nations expert speakers to a range of audiences and manages exhibits in the public spaces of United Nations Headquarters. Guided tours have been offered at Headquarters since the buildings opened in 1952.

Tours and briefings are offered in person to delegates, student groups and the general public. The Section also provides thematic tours, such as the children's tour, the Black history tour, the focus on women tour, the garden tour, the art tour and the architecture tour. A 360-degree virtual reality experience immerses visitors in the day-to-day work of United Nations peacekeepers. Special webinars and briefings are also available in person and online.

Exhibits can be viewed in person in the Visitors Lobby and online at www.un.org/exhibits.

The Visitors' Services Section manages the Reham Al-Farra Memorial Journalism Fellowship, which provides young journalists from developing countries and countries with economies in transition a unique opportunity to enhance their understanding of the work of the United Nations.

UN Chronicle

The *UN Chronicle* has served as the Organization's flagship magazine since 1946, covering information and debate on the activities of the larger United Nations system. Available exclusively online and free of charge, the *UN Chronicle* features articles and opinion essays from United Nations officials, as well as non-governmental, academic and policymaking experts.

Website: www.un.org/chronicle

Email: unchronicle@un.org



Facilities and services for delegations

Information on facilities and services available to delegates is provided on the Delegate website (www.un.org/delegate).

Travel entitlements for delegations of the least developed countries attending the session of the General Assembly

Entitlement

In accordance with General Assembly resolution [1798 \(XVII\)](#), as amended by resolutions [2128 \(XX\)](#), [2245 \(XXI\)](#), [2489 \(XXIII\)](#), [2491 \(XXIII\)](#), 41/176, 41/213, 42/214, 42/225, section VI, 43/217, section IX, and [45/248](#), section XIII, the United Nations shall pay travel, but not subsistence expenses, in the following cases:

- a. For not more than five representatives, including alternate representatives, of each Member State designated as a least developed country attending a regular session of the General Assembly;

- b. For one representative or alternate representative of the Member States referred to in subparagraph (a) above attending a special or special emergency session of the General Assembly;
- c. For the travel of a member of a permanent mission in New York who is designated as a representative or alternate representative to a session of the General Assembly, provided that such travel is within the limits noted in subparagraphs (a) and (b) above, that it is certified by a permanent representative to be in connection with the work of the particular session and that it takes place either during or within three months before or after such a session. The entitlement in respect of a session shall not be increased by reason of the recessing and resuming of that session.

Travel may be arranged by the United Nations upon request from delegations, through the permanent missions in New York. Travel requests should be received at least 30 days in advance of the travel date in order to process and approve travel requests within the advance purchase policy directive of at least 16 calendar days, as reiterated in General Assembly resolution [75/253](#) B (section V, para. 9) and emphasized in resolution [77/263](#) B (section I, paragraph 8) and resolution [78/252](#) (para. 28). It is important that permanent missions comply with this deadline and provide the United Nations Secretariat with sufficient notice to make the necessary travel arrangements.

For each session of the General Assembly, a maximum of one round-trip, first-class ticket for the head of delegation will be provided or reimbursed. Up to four additional round-trip tickets will be provided or reimbursed for other members of the delegation accredited to the respective session of the General Assembly in the class immediately below first class for journeys exceeding a duration of nine hours by air, or in economy class for journeys of

a duration of less than nine hours by air. Please note that on some routes, first or business class may not be available. It should be noted that, in its resolutions [75/253 B](#) and [77/263 B](#), the General Assembly requested that the Secretary-General make additional efforts to encourage all individuals who qualify for air travel in first or business class funded by the United Nations to voluntarily downgrade from their entitled class, where possible, and to report thereon in his next report on standards of accommodation for air travel.

Submission of requests

Delegations should request that their permanent mission provide the United Nations with the following information by note verbale:

- a. Reference to the session of the General Assembly for which the representatives are travelling;
- b. Full name, title and date of birth (in the format dd/mm/yyyy) of each traveller;
- c. Class of travel, indicating, if applicable, the head of delegation, and if the delegates would voluntarily downgrade (from first to business, business to premium economy (where available) or business to economy);
- d. Each traveller's requested date of arrival in New York and date of departure from New York (plus requested itinerary in cases in which a delegation cannot travel via a particular country owing to visa issues). Please indicate the closest international airport to the capital;
- e. Personal contact information of each traveller (telephone and email address);

- f. Contact information in New York (name of point of contact in the permanent mission, telephone and email address);
- g. Scanned copy of the biometric information passport pages of each traveller showing full name and date of birth and machine-readable zone (MRZ).

Please note that delays in submitting the note verbale with the complete travel information and documentation listed above may result in delays in issuing tickets, lack of seat availability, higher costs to the Organization and the possibility of not being able to accommodate the travel.

The point of contact designated by the Member State will be contacted by the travel agent to approve the issuance of tickets within one day of the approval of the travel request. The proposed itinerary should be accepted no later than the ticketing deadline established by the airlines and communicated by American Express Global Business Travel (Amex GBT), as reservations cannot be retained beyond that deadline, and failure to issue a ticket in time may result in seats no longer being available. Please note that tickets will be issued with the names given on the biometric page of the passport.

It is recommended that delegates plan to travel a few days earlier, and maximum flexibility is encouraged.

Before submitting a request, delegations are advised to research the dates when airlines operate in and out of their capitals so that they are able to request viable dates and avoid amendments. Please note that the United Nations will determine the route to be used based on established policies and using airlines for which aviation risk management has been approved, and for which tickets can be purchased in the United States.

Traveller profile

All travellers must have an online profile in the Connect Portal (portal.amexgbt.com/login/UNAT), which is the gateway to the online booking and itinerary management function. This should be done before the submission of the note verbale. The profile requires a unique email address to which an email can be sent for verification and activation purposes. Therefore, each traveller must create his or her own profile. It is highly recommended that the profile be created using an official email address (e.g. one ending in.org or.gov), or one that reflects the traveller's affiliation with their Government, rather than a personal email address. With the creation of a simple online profile, travellers can:

- a. Store useful information such as frequent flyer memberships, seat and meal preferences, and special needs;
- b. Access American Express travel counsellors through live online chat.

Please ensure that the profile name matches the name as it appears in the machine-readable zone of the delegate's national passport. Storing relevant passport data will reduce the number of email exchanges drastically and therefore speed up the ticketing process.

Deviations and changes

If a personal deviation, or a deviation for attending other official meetings on the way to or from New York, is requested by the traveller, please communicate this information in the note verbale sent to the Travel Desk, OneEO, so that the deviation can be included in the original travel request. Any difference from the cost of the official itinerary will be borne by the traveller or the respective national Government. Any travel for non-General Assembly-related

meetings beyond the official round-trip itinerary will be considered a personal or other deviation.

Changes to the original travel itinerary are discouraged and need to be communicated to the Travel Desk, OneEO, through a new note verbale at least three weeks before the departure date. Please indicate the updated itinerary and the reason for the change. Any changes resulting from non-General Assembly-related meetings or from personal deviations, including a choice of air carrier different from the official entitlement, will need to be arranged directly with the travel agency and will be at personal cost. Please note that not all changes can be entertained due to lack of seat availability.

Changes to tickets already issued would need to be fully justified and any related costs may not be the responsibility of the Organization.

No-show fees

Travellers who do not board arranged flights for whatever reason may incur no-show fees, with the possibility of having the entire cost of the ticket forfeited. Delegations may be responsible for the associated costs, up to and including the replacement ticket if required. Travellers are encouraged to use the Amex GBT app to communicate directly with the travel agent before the flight is scheduled to depart if they should be unable to make their flight. Amex GBT also operates a 24/7 global hotline that may be reached at 312 340 2638 or +1 844 487 4289 (toll free). For non-urgent matters, they can be reached at us.un.viptravel@amexgbt.com.

Visas

The United Nations is not responsible for, nor will it assist the traveller or permanent missions, in the issuance of a

visa to enter the territory of the United States or any other country where a stop-over may be required by the itinerary. If delegates have travel restrictions – for example, if they cannot travel through a particular country owing to visa issues – the Travel Desk, OneEO, should be notified in advance when the travel request is submitted via note verbale.

Claims

Delegations are entitled to the reimbursement of transportation costs, in accordance with the provisions of the Rules Governing Payment of Travel Expenses and Subsistence Allowances in respect of Members of Organs or Subsidiary Organs of the United Nations ([ST/SGB/107/Rev.6](#)).

Therefore, Member States may also arrange their own travel and seek reimbursement by submitting claims.

These claims should be filed once travel has been completed. Reimbursement will be limited to the cost of the journey actually taken, provided it is in the correct entitled class of service and official itinerary. The claim should be transmitted by note verbale to the Travel Desk, OneEO.

The following information and documents will be required:

- a. Reference to the session of the General Assembly for which the representatives are travelling;
- b. Full name, title and date of birth (dd/mm/yyyy) of each traveller;
- c. Form F-56 (reimbursement voucher for official travel of representatives of Member States);
- d. Bank account information for the permanent mission (annex to F-56);

FACILITIES AND SERVICES FOR DELEGATIONS

- e. Proof of payment/receipts (invoices not containing confirmation and form of payment will not be accepted);
- f. Used ticket stubs and/or boarding passes for all legs of the trip. Note that travellers may also be asked to provide copies of the relevant pages in their passports that clearly show date of departure and/or entry at all ports of embarkation and disembarkation;
- g. Copy of the e-ticket, which must show the e-ticket number(s);
- h. Scanned copy of the biometric information passport pages of each traveller showing full name and date of birth, and machine readable zone;
- i. Please note that failure to provide all information and documentation listed above will delay the reimbursement process or may result in tickets not being reimbursed. Permanent missions are encouraged to transmit this information to their capitals and travellers prior to travel taking place to ensure all relevant documentation is captured and retained.

All payments to Member States will be made via electronic funds transfer to the permanent mission. Please note that reimbursements cannot be provided in cash and travellers cannot be reimbursed directly. The United Nations will not be liable for any claim for the reimbursement of travel expenses submitted after 31 December of the year that follows the closing date of the session of the organ or subsidiary organs to which the claim relates.

Contact information

Notes verbales, requests for issuance of tickets, inquiries regarding travel entitlements and reimbursement claims should be sent electronically and addressed to:

Chief, Travel Desk, OneEO, Department of Operational Support

Email: ldctravel@un.org

To request a copy of the guidelines on travel requests and claims, please email ldctravel@un.org.

Travel services

American Express Global Business Travel ([Amex GBT](#)) is the official travel agency of the United Nations in New York. For all official travel organized and paid for by the United Nations, Amex GBT will assist delegates to the extent possible with booking arrangements, ticket issuance and hotel reservations.

Non-emergency travel assistance: Amex GBT is available by email us.un.travel@amexgbt.com or by telephone at 844 487 4289 (toll-free) between 9:00 a.m. and 6:00 p.m. (New York time), except for weekends or official holidays of United Nations Headquarters. If assistance is required outside of regular business hours, including evenings, weekends or public holidays, the call will automatically be routed to an after-hours Amex GBT agent. When contacting support, travellers are requested to have their booking reference number available and to mention the access code “SK32” to help expedite the request.

Emergency assistance outside of the United States: Travellers calling from outside the United States in an emergency may place a collect call to +1 312 340 2638.

Amex GBT continuously monitors global events and conditions that may have an impact on travel plans. If a situation arises that could affect a traveller’s trip, the Amex GBT team will proactively reach out to offer assistance and support.

Amex GBT recommends that travellers download the American Express travel app (Amex GBT Mobile), which is available for both Android and Apple devices, to ensure they receive timely updates and personalized service. The app also includes a convenient chat feature, allowing travellers to communicate directly with Amex GBT representatives for assistance whenever needed.

North Delegates Lounge

Conference Building (2nd floor)

From the first day of the session until the General Assembly's December recess, members of delegations are asked not to invite to the North Delegates Lounge persons other than those holding valid United Nations grounds passes.

Delegates Quiet Room

Conference Building (2nd floor, adjacent to the Security Council area)

Dining and cafeteria facilities

Delegates' Dining Room

Conference Building (4th floor)

While the Delegates' Dining Room is temporarily closed, it may be available for catered events. To ensure the availability of these facilities, delegations are requested to make reservations two weeks in advance by telephone 212 963 7029/7099) or email (lhayden@culinartinc.com and agromshkov@culinartinc.com).

Website: delegatesdiningroom-un.com.

Cafeterias and cafés

Although the main cafeteria has been closed since July 2015, it will be open for a limited period during the earlier part of the general debate (21–25 September 2026) and may be open at other times of the year depending on security considerations.

There are five other cafeterias and cafés: the Riverview Cafeteria, the Lobby Café, the Vienna Café, the North Delegates Lounge, and the Visitors Café. Vending machines are also available.

Single-use plastic is no longer used at Headquarters and should not be brought into the compound. The cafeteria facilities offer a variety of products in sustainable packaging, as well as stainless steel and wooden cutlery. Delegates are encouraged to bring reusable cups, mugs with lids, bottles or flasks for their beverages. There are water fountains located throughout the Headquarters premises.

Main Cafeteria (open 21–25 September 2026 only)

Secretariat South Annex Building, 1st floor

- Open from 7.30 a.m. to 4 p.m., Monday to Friday
- Breakfast from 7.30 to 10.30 a.m.; lunch from 11.30 a.m. to 4 p.m.
- Snacks and coffee
- Breakfast and lunch, as well as a selection of grab-and-go items, pre-packaged hot and cold food, salads, sandwiches and buffet options

FACILITIES AND SERVICES FOR DELEGATIONS

Riverview Cafeteria (closed 21–25 September 2026)

Conference Building, 4th floor

- Open from 11 a.m. to 2:30 p.m., Monday to Friday, except for the above dates.
- Snacks and coffee
- Lunch, as well as a selection of grab-and-go items, pre-packaged hot and cold food, salads, sandwiches and buffet selections

Lobby Café (closed 21 – 25 September 2026)

Secretariat Building, North Lobby

- 21–25 September 2026: closed
- Open from 8 a.m. to 3.30 p.m., Monday to Friday, except for the above dates
- Full-service coffee bar open for breakfast, lunch and snacks
- Self-service and hand-crafted espresso, cappuccino and latte beverages and a selection of pastries, snacks and desserts
- The Lobby Café may be closed for short periods for high-level events. Those dates and times will be provided as soon as they have been determined

Vienna Café (closed 19-20 September 2026)

General Assembly Building, first basement level, conference area

- 21–25 September 2026: open from 8.30 a.m. to 6 p.m.

- 26 September 2026: open from 9 a.m. to 5 p.m.
- Normal operating hours: 8.30 a.m. to 5 p.m., Monday to Friday, with the exception of the above dates
- Espresso bar
- Breakfast sandwiches, sweet and savoury crepes, snacks, pre-packaged sandwiches and salads, desserts, other grab-and-go items and beverages

North Delegates Lounge (closed 19–22 September 2026)

Conference Building, 2nd floor

- 19–22 September 2026: closed
- 23– 25 September 2026: open from 9.30 a.m. to 7 p.m.
- Normal operating hours: 9:30 a.m. to 5 p.m., Monday to Friday
- Espresso bar
- Breakfast pastries, pre-packaged sandwiches and salads, snacks, desserts and beverages

Visitors Café (closed 14–20 September and 30 September–2 October 2026)

General Assembly Building, first basement level

- 14-20 September 2026: closed
- 21–25 September 2026: open from 9 a.m. to 5 p.m.
- 28–29 September 2026: open from 9 a.m. to 5 p.m.

FACILITIES AND SERVICES FOR DELEGATIONS

- 30 September–4 October 2026: closed
- From 5 October: open from 9 a.m. to 5 p.m., Monday to Friday
- Espresso bar, cold beverages and Starbucks products
- Breakfast pastries and bagels, hot and cold sandwiches, flatbread pizza, salads, sushi, fresh fruit, snacks and desserts

Media tent

A pop-up café will be available at the North Lawn area 21–23 September, 8 a.m. to 5 p.m., and 24 and 25 September, 9 a.m. to 5 p.m.

South garden outdoor dining area (by the satellite dish; accessed through the first basement)

- 21–25 September 2026: open from 7.30 a.m. to 4 p.m.

Vending machines

- Visitors Centre, General Assembly Building, first basement level
- Library, 1st floor, between the South Annex Building and the Library Building
- Conference Building, 1st floor
- Corridor by the Pouch Office (room GA-3B-710), General Assembly Building, third basement level
- United Nations Language Centre, North Lawn Building, third basement level

- Department of Safety and Security Command Centre Pantry, Conference Building, second basement level (one for snacks and one for cold beverages)

Access to United Nations Headquarters for guests of delegates during and after the general debate period

Access to the United Nations by visitors and guests of delegates is restricted during the period of the high-level meetings and the general debate.

Outside of the high-level period, non-United Nations guests wishing to accompany a delegate during regular working hours (9 a.m. to 5 p.m.) must be met by the delegate at the 46th street entrance. At this entrance, the guests will undergo security screening.

The delegate and guests must then proceed to the information desk in the lobby of the General Assembly building, where the guests will be signed in as visitors.

Delegates are allowed to sign in a maximum of five guests at one time. As indicated in the administrative instruction on security arrangements for admission to United Nations Headquarters ([ST/AI/387](#)), the delegate is responsible for meeting and accompanying their guests at all times during their stay on the premises.

After working hours, entry to the premises for guests of delegates is permitted only through special arrangement with the Department of Safety and Security.

Traffic in the Secretariat Circle and through the East 43rd Street gate

During the high-level segment, from 21 September 2026 only host country-escorted motorcades will be allowed access to the Secretariat Circle. The regular traffic pattern permitting authorized vehicles to enter through the East 43rd Street entrance and exit through the East 45th Street gate will resume on Tuesday, 29 September 2026.

United Nations-issued identification

In the interest of ensuring the safety of all concerned, members of delegations, staff members, accredited members of non-governmental organizations, the press and affiliates will appreciate the importance of maintaining the integrity of the United Nations identification that is issued, because of the access it allows.

Staff members, members of delegations and other persons who are entitled to access the premises will be admitted to Headquarters only upon presentation of a valid United Nations grounds pass. Passes must be worn at all times in a clearly visible manner while on the premises. It is each card holder's responsibility to ensure that passes are current.

Members of delegations are reminded that, as with all other pass holders, their United Nations-issued grounds pass is solely for the use of the bearer to whom it is issued and that it should not be transferred or given to any other person to use. United Nations identification found to be used in any manner other than for which it was intended will be confiscated by security.

Should a member of a delegation lose or have their United Nations grounds pass stolen, they should report

it immediately to security by calling 212 963 6666. The delegate should then submit a request for a duplicate pass via the United Nations Protocol e-Registration system. Upon approval by the Protocol and Liaison Service, the application should be picked up and brought to the Special Investigations Unit, room GA-1B-052, where a staff member will officially record the circumstances under which the pass was lost or stolen. The duplicate application will then be stamped and signed by the investigator, after which the application can be brought to the Pass and Identification Unit for the issuance of a replacement pass.

Mail services

The Mail Operations Unit provides the following services to delegations:

- Distribution of official correspondence from delegations to Secretariat internal offices. Delegations are requested to bring the mail to the security X-ray facility located at the East 48th Street loading dock, Monday to Friday, 7 a.m. to 3 p.m. After the mail has been screened, delegations can bring it to room S-3B-128 for distribution.
- Processing of Secretariat mail addressed to delegations. Delegations are requested to pick up their mail from the Delegation Mail Room (room S-3B-128). The facility is accessible Monday to Friday, 8 a.m. to 5 p.m.
- For inquiries, please email delegationmail@un.org or un-messenger@un.org.

Audiovisual services

Audiovisual services for meetings and events at United Nations Headquarters are provided by the Broadcast and Conference Support Section in the Operations Support Division of the Office of Information and Communications Technology.

Email: request-for-services@un.org

Tel: 212 963 9485

The services of the Broadcast and Conference Support Section include the provision and operation of technology related to conference rooms and meetings, congress microphone and simultaneous interpretation systems, voting and timer systems, broadcast for television, radio and Internet coverage, recordings, digital displays, digital projection, digital name plates, virtual participation technology (videoconferencing technology and managed virtual meeting platforms, such as Microsoft Teams and Cisco Webex), sound amplification and accessibility-related services, such as closed captioning and sign language. Requests for services should be sent to the Broadcast and Conference Support Section (request-for-services@un.org). Audiovisual and related meeting and event technology and support is provided on a budgeted and reimbursable basis.

The following services are provided for official calendar meetings as required, at no additional cost:

- Congress microphone and simultaneous interpretation systems
- Remote participation technology (e.g. videoconferencing)
- UniteVC and Webex, and other virtual meeting platforms for meeting and event support

- Sound amplification and public address systems
- Projection and electronic displays
- Recordings of meetings, which are provided to meeting owners in file formats post meeting or event
- Broadcast coverage and transmission
- Digital signage and digital name plates
- Teleprompter (General Assembly Hall)
- Captioning (open and closed) for meeting room participants
- Display of sign language interpretation

Additional services and services for non-budgeted meetings are provided on a cost-recovery basis. Cost estimates are available upon request. Please email request-for-services@un.org.

Conference Rooms 1 to 12, the Economic and Social Council Chamber, the Trusteeship Council Chamber and the Security Council Chamber have pre-installed conference microphone simultaneous interpretation systems (supporting 7 fixed channels of audio per conference room, with the potential to expand to 16 channels of audio), delegate digital name plates (excluding Conference Rooms 11 and 12 and the Security Council Chamber), video projection and display systems, remote participation facilitation systems, robotic camera systems, and digital recording and transmission systems.

Conference Rooms A, B, C, D, E and F (also referred to as “alphabet rooms”), have no built-in audiovisual technologies. Services available from the Broadcast and

Conference Support Section in these rooms are limited and are provided at cost. For additional details please contact request-for-services@un.org.

Teleprompter service in the General Assembly Hall

Teleprompter support is available to all delegations during the general debate in the General Assembly Hall. Rehearsal time for teleprompter delivery will be made available to Member States immediately prior to the high-level week. Dates will be shared beforehand.

Outside of the high-level portion of the general debate, teleprompter service is offered on a fully reimbursable basis.

Broadcast, streaming and audiovisual recordings

Broadcast, streaming and digital audio and video recording services are available for meetings and events. Requests for the recording of closed meetings and access to closed meeting recordings are restricted to the Chair or secretary of the meeting.

Video projection and displays

The Broadcast and Conference Support Section also provides projectors, monitors and speaker systems for multimedia playout, presentations and display in conference and meeting rooms. Cost estimates are available upon request.

Services for external media

During the high-level portion of the general debate, the Broadcast and Conference Support Section facilitates the delivery of audio and video distribution to external media at the media tent and at “press island”.

Services available on a reimbursable basis

The following services are provided on a charge-back and fully reimbursable basis in line with the relevant administrative instruction of the United Nations:

- Live event set-up and operational support
- Public address system
- Communication access real-time translation (CART) and closed and open captioning
- International sign language interpretation support
- Audio reinforcement
- Audio-video facilitation of remote participation in meetings and events
- Video conferencing and/or bridging
- Content coverage and delivery to broadcasters
- Delivery to webcasting
- Delivery for telecasting and broadcasting
- Digital file transfers
- Signal ingest and connectivity to in-house UN TV platform

Please note that meeting rooms and conference facilities and services at United Nations Headquarters are intended to be used primarily for meetings and conferences scheduled under the calendar of conferences approved by the General Assembly, and for informal meetings of regional or other established groups of Member States upon request

of the Chair of the group, in accordance with established procedure.

All requests for the use of United Nations premises outside of the above circumstances, including for meetings, conferences and special events, should be in the first instance sponsored by a Member State and addressed directly to the Assistant Secretary-General for Conference and Support Services.

Archives and Records Management Section

Email: arms@un.org

Delegates are invited to make enquiries via email to the Archives and Records Management Section (arms@un.org) regarding access to the Organization's archives.

Information and communications technology services

The Office of Information and Communications Technology provides the following services to delegations:

- Email: Each permanent mission may obtain email accounts with the domain "un.int" as required for their New York delegation. Requests should be emailed to missions-support@un.int. They must be submitted on letterhead and signed by the mission's diplomatic staff, as listed in the Blue Book.
- Computers with Internet access: These are available for use in the North Delegates Lounge and in the Secretariat on the first basement level.

- Wireless Internet access: Wi-Fi is available in most public areas and conference rooms.
- Website for delegates: Referred to as “iSeek for Member States”, this website (www.un.org/delegate) consolidates all information relevant to delegates in New York..
- Website services: Websites for permanent missions are hosted at www.un.int through the Unite Web platform. Permanent mission websites are multilingual, secure and mobile-ready. Authorized content managers in the permanent missions are given access to easily update their mission’s website content.
- Official Document System (ODS): ODS (documents.un.org) is the central repository for United Nations parliamentary documents and is jointly managed by the Department for General Assembly and Conference Management, the Department of Global Communications and the Office of Information and Communications Technology.
- Enterprise search: An online tool to search multiple United Nations repositories is available at search.un.org.
- Donation of equipment: Recycled computer equipment is donated to interested missions. The process for obtaining such equipment requires submission of a formal letter on permanent mission letterhead, signed by the mission’s diplomatic staff, as listed in the Blue Book. The request must be submitted by email to the Office of the Assistant Secretary-General for Information and Communications Technology (oiectfrontoffice@un.org). All requests are processed on the basis of availability.
- Help desk and service desk: Delegations working on the United Nations campus may request support for information and communications technology issues, including potential security incidents, from 8 a.m. to 6 p.m. on regular workdays (servicedesk@un.org or tel. 212 963 3333).

Main telephone numbers for the United Nations

The main telephone numbers for the United Nations are 212 963 1234 and 212 963 9999. Callers are greeted by an automated response system that allows them to connect to United Nations security personnel, staff and other resources.

United Nations Secretariat staff and services have telephone numbers that begin with 212 963 XXXX or 917 367 XXXX.

United Nations Postal Administration

Sales counter and personalized stamp shop

Visitor Centre, General Assembly Building, first basement level

Open from 9 a.m. to 5 p.m., Monday to Friday

Tel.: 212 963 7698

Website: unstamps.org

United Nations stamps, postcards and other philatelic items may be purchased at the United Nations Postal Administration sales counter for domestic and international first-class mailing.

United Nations stamps raise global awareness on a variety of important topics, such as endangered species, human rights, education, world heritage and the environment. They are issued in three currencies (United States dollars, Swiss francs and euros) and are valid for mailing only from Headquarters in New York, the Palais des Nations in Geneva and the Vienna International Centre.

Garage Administration

UNITAR Building, 801 United Nations Plaza, room U-210

Email: garage-admin@un.org

Tel.: 212 963 6212

For the eighty-first session of the General Assembly, the Garage Administration will issue registered vehicles a newly designed parking permit sticker that will replace parking placards and e-tag stickers. The parking permit sticker must be affixed to the vehicle on the outside of the driver's side back window to access the United Nations garage. All vehicles must be registered with the Garage Administration. Vehicles without a valid parking permit sticker will not be allowed entry into the garage. Parking permits are non-transferrable and the permit sticker must be affixed only to the vehicle to which it is registered. Detailed instructions will be provided by the Garage Administration upon issuance of the parking permit.

The Garage Administration will schedule delegations to apply for and collect parking permits and temporary short-term decals.

- Vehicles registered to individual delegates: Applications with an authorized mission signature accompanied by the mission seal, with a valid vehicle registration and current United Nations identification attached, should be submitted directly to the Garage Administration for processing. Parking permits will be issued for each registered vehicle with New York "D" plates. Although an individual delegate may register multiple vehicles, only one of those vehicles will be allowed to park at any given time in the garage. Parking permits will be issued only to members of delegations duly accredited to the United Nations.
- Vehicles registered to the permanent missions: Applications with an authorized mission signature

accompanied by the mission seal, with a valid vehicle registration attached, should be submitted directly to the Garage Administration for processing. Only one vehicle per mission will be issued a special parking permit for the vehicle of the permanent representative, allowing entry at the East 43rd Street gate. Any changes in vehicle usage must be brought to the attention of the Garage Administration for processing.

- Parking permits for observer State missions and inter-governmental and other organizations listed in chapters III, IV and V of the Blue Book: Applications must be submitted to the Garage Administration for appropriate action. The issuance of parking permits to observer State missions and intergovernmental and other organizations will be limited to persons enjoying diplomatic status.
- Temporary vehicle identification placard (orange) for the eighty-first session of the General Assembly: Permanent missions may apply for a temporary identification placard to admit vehicles rented from established and bona fide companies for use by accredited delegates, visiting dignitaries and diplomats officially attending meetings during the session. Entry for vehicles with these placards is at the East 43rd Street gate for drop-off and pick-up only, unless otherwise directed by United Nations security, with no parking privileges. Application forms are to be submitted electronically through the e-deleGATE portal (e-delegate.un.org). Detailed instructions and access to the portal are available to the designated mission focal point. The following documents must be attached to the application: a copy of the note verbale indicating the name, title and period of the VIP visit; the vehicle rental agreement; the vehicle registration card; proof of vehicle insurance; and the driver's license and a photo of the chauffeur. The Special Services Unit and the Garage Administration will review the online application form and, if approved, notification will be

sent to the mission regarding the pick-up of the temporary identification placard for the vehicle. Please allow two business days for processing.

Prior to the start of the General Assembly session, the Garage Administration will send correspondence regarding any procedural changes. Missions will be requested to provide updated application forms prior to the start of the new session. Parking permits belonging to delegates who are departing from Headquarters must be returned to the Garage Administration prior to the delegate's departure. Any changes in vehicle usage must be reported immediately to the Garage Administration and parking permits returned if a vehicle is no longer in use or if ownership changes. It is important to note that parking permits will be automatically deactivated upon the expiration of the vehicle's registration. Upon renewal, the updated vehicle registration should be submitted to the Garage Administration for the parking permit to remain active.

In accordance with section II of General Assembly resolution 39/236, the parking privileges of delegates whose parking fees are in arrears for more than three months will be suspended. Privileges will be restored once the arrears have been paid in full. Prior to a delegate's departure, he or she should contact the Garage Administration to settle any outstanding dues.

- Delegation vehicles with United Nations diplomatic plates and valid parking permits for the current session of the General Assembly: These vehicles may be parked on the first level and in the designated area of the southern end of the second level, aisles A, B, C and half of D, without charge while representatives are on official business. Drivers are kindly requested to ensure that all designated diplomatic parking areas are filled to capacity prior to parking elsewhere. Delegations are requested to refrain

from parking in spaces designated in blue, as those spaces are reserved to facilitate those that meet requirements for accessible parking. Only electric vehicles should be parked while charging in the parking spaces attached to electric vehicle charging stations.

- During the high-level week of the General Assembly, traffic congestion is expected, and delays in reaching the Secretariat by car and in entering and exiting the United Nations garage are likely. Where possible, alternative modes of transport should be considered.
- Dead storage of inoperable vehicles is not permitted at any time.
- The fee for overnight parking is \$2.50 per night. Invoices for this service are sent to the mission shortly after the end of every month. Payment is due upon receipt of the invoice and can be settled by cash, cheque (payable to “United Nations”) or credit card (Visa or Mastercard). Payments can be submitted in person at the Garage Administration office (801 United Nations Plaza, room U-210) or by mail, addressed to the United Nations Garage Administration, UNITAR Building, 405 East 42nd Street, room U-210, New York, NY 10017.

Entrance to the grounds

Secretariat entrance on First Avenue, open to:

- Vehicles of permanent representatives, identified by a special parking permit; all vehicle occupants will be required to display valid United Nations identification cards.
- Rented vehicles that have been issued special placards that permit drop-off and pick-up only; such vehicles will not be permitted to park on United Nations premises.

East 42nd Street entrance, open to:

- All other vehicles bearing parking permits. Delegation vehicles entering the premises are subject to a security check.

Access to the garage

Chauffeur-driven vehicles identified by special parking permits issued to permanent representatives may use the ramp at the East 43rd Street entrance for access to the garage. While on call for delegates, chauffeurs should wait in the “ready room” on the first level of the garage. They will be paged by the security officer at the delegates’ entrance of the General Assembly Building when they are required.

Liability for loss and damages

In arranging for parking facilities to be available, the United Nations seeks to accommodate delegations. Garage users are warned that incidents of theft and vandalism have occurred in the garage, as it is not possible to have all vehicles under surveillance at all times. The United Nations does not ensure the safety of vehicles or property left in the garage, and users acknowledge and accept that the United Nations cannot guarantee the safety of any vehicles, or property inside them, left in the garage.

Delegates storing their vehicle in the garage for long periods while away should contact the Garage Administration by email (garage-admin@un.org) and provide contact information for a designated party who will have the vehicle keys and will be authorized to relocate the vehicle in case of emergency or maintenance work.

Local transportation

The United Nations does not provide cars for delegations. It is suggested that delegations requiring local transportation make their own arrangements.

Electric vehicle charging ports

Twenty-four electric vehicle charging ports are installed throughout all levels of the United Nations garage, located next to stairwell Q.

Charging is managed through the ChargePoint mobile app, available for download from www.chargepoint.com/drivers/mobile.

The charging fees are as follows:

- \$1.50 for each hour up to 4 hours
- \$3.00 for each hour beyond the first 4 hours, for as long as the vehicle is plugged into the charging port

Charging stations are available on a first come, first served basis each day. Please park in the spots allocated for electric vehicle charging only when you are charging your vehicle. Please do not unplug anyone else's vehicle. When charging is complete, please return the charging cord back to its original position in the holder. For any issues, call 1 888 758 4389 (24/7 support).

United Nations Institute for Training and Research

Head of New York Representation Office: Rabi El Haddad

Focal point: Patricia De Briones

One United Nations Plaza (DC1), 8th floor, room 8202

Tel.: 212 963 9196

Email: nyo@unitar.org

Website: www.unitar.org/ny

The United Nations Institute for Training and Research (UNITAR) was established in 1965 as an autonomous body within the United Nations with the purpose of enhancing the effectiveness of the work of the Organization and its Member States in the fields of peace and security and in the promotion of economic and social development.

The Institute works primarily across five strategic areas: peaceful, just and inclusive societies; people and inclusion; planet and environment protection; sustainable economic growth; and implementation of the 2030 Agenda for Sustainable Development.

The UNITAR New York office serves as the Institute's representation to the United Nations in New York, and is home to the Division for Multilateral Diplomacy, which focuses specifically on strengthening the effectiveness of Member States within the United Nations system. The Division combines capacity development with applied research and analytical engagement across key policy domains including artificial intelligence, peace and security, international law, emerging technologies, negotiation, and human rights. Increasingly, the Division is expanding its role as a site of substantive analysis by generating independent, research-driven insights into critical issues in multilateralism. In 2025, the Division reached up to 10,000 beneficiaries, including diplomats and other government officials, non-governmental representatives local authorities and other stakeholders across over 170 different training and knowledge-sharing events.

The Institute is supported by voluntary contributions from Governments, intergovernmental organizations, foundations and other non-governmental sources.

United Nations International School

24-50 Franklin D. Roosevelt Drive, New York, NY 10010

Office of the Special Representative of the Secretary-General for the United Nations International School

Room: S-1919A

Tel.: 917 367 5592

Email: unis-srsg@un.org

The United Nations International School (UNIS) (www.unis.org) was founded in 1947 under the auspices of the United Nations by a group of United Nations staff members and other parents seeking an international education for their children. Today, UNIS serves approximately 1,430 students, representing over 97 countries and speaking more than 86 languages. The school is enriched by a diverse faculty representing 60 nationalities. Around 38 per cent of the student body is affiliated with United Nations families, including staff from the United Nations, its funds, programmes, specialized agencies and permanent missions to the United Nations. UNIS also welcomes families from both the international and New York communities who seek an education grounded in the spirit and principles of the United Nations.

Admissions

UNIS accepts applications for students from pre-kindergarten through twelfth grade. In accordance with its mission, children whose parents transfer from abroad to work for the United Nations, permanent missions to the United Nations and consulates are given admission priority; however, admission is not automatic. All children must be interviewed (or assessed) to determine whether the UNIS programme is the right fit for them.. For detailed admissions information and procedures, please visit www.unis.org/admissions, email admissions@unis.org or call 212 584 3071.

International Baccalaureate programme

The International Baccalaureate (IB) serves as the academic capstone of UNIS, reflecting the school's commitment to high scholastic standards. UNIS was among the first high schools in the New York area to pioneer the IB, a globally recognized curriculum that prepares students for admission to universities and colleges across the United States and around the world.

Language education

UNIS embraces a model of enriched language education in which all students acquire proficiency in two languages in addition to English and their home language(s). UNIS offers language instruction in nine modern languages: Arabic, Chinese, English, French, German, Italian, Japanese, Russian and Spanish. Students take French or Spanish from pre-kindergarten through tenth grade as their second language. From grades 7 to 10, students add an additional language, different from the one they are taking as their second language.

Tours and open house

For families exploring UNIS as an option, UNIS has tours and open house events.. For more information, please visit www.unis.org/admissions/visit.

New York City liaison

Commissioner for International Affairs

Ana Maria Archila

Senior Leadership Team

Dilip Chauhan (*Deputy Commissioner for Trade, Investment, and Innovation*)

Charles Diamon (Special Counsel)

New York City Mayor's Office for International Affairs

Two United Nations Plaza, 27th floor, New York, NY 10017

Tel.: 212 319 9300

Email: international@cityhall.nyc.gov

Website: www.nyc.gov/international

The New York City Mayor's Office for International Affairs works to foster positive relations and encourages collaboration between the international community and New York City's agencies and local neighbourhoods. The Office is focused on sharing New York City's policies and best practices globally, as well as responding to requests from foreign Governments, the United Nations and the United States Department of State. The Office also advises city agencies on diplomatic and consular matters and provides guidance to the diplomatic and consular community on city-related issues. The Office administers the city's Diplomatic and Consular Parking Programme and creates opportunities to connect the international community with local communities in New York City.

Programmes

- Global Vision | Urban Action is a platform to share information and forge innovative solutions that can be adopted locally and globally. It works to highlight the synergies between the Sustainable Development Goals and New York City's local initiatives and blueprints. The programme also brings together experts from New York City and the international community to share knowledge, design solutions and identify opportunities for new collaborations. In July 2018, New York City became the first city in the world to submit a voluntary local review directly to the United Nations. Since then, hundreds of local and regional governments have joined the voluntary local review movement.

- NYC Junior Ambassadors seeks to leverage the United Nations as a resource for seventh, eighth and ninth graders and to empower students in all five boroughs of New York City to become actively engaged with the United Nations and its mission. The programme uses the Sustainable Development Goals as the lens through which young people are able to take local community actions for global impact.
- Connecting Local to Global helps to join New York City's diplomatic and consular community to the city in which they live and serve. Working in partnership with colleagues at city agencies, the Office uses the programme to create opportunities for the 116 consulates in the city to learn about the work of those agencies and share the city's programming with the communities they serve, while also helping the agencies to learn from their best practices.

Services

- **Parking:** In collaboration with the United States Department of State, the Office administers the New York City Diplomatic and Consular Parking Programme, issuing parking decals annually and assisting diplomatic and consular offices with parking issues throughout the year.
- **Consular notification:** The Office assists consulates in obtaining information regarding incidents involving possible injury or casualty to foreign nationals in New York City.
- **Delegation visits:** The Office facilitates meetings with New York City officials for visiting delegations of foreign government officials at the local and federal levels.
- **Economic development:** The Office works to facilitate the sharing of economic development best practices between Governments, helps to connect international businesses

to New York City and provides information about programmes and services to help to bring international businesses to New York City.

Hospitality Committee for United Nations delegations

Room: GA-0142
Tel.: 212 963 8753

The Hospitality Committee is a 72-year-old private, self-supporting, and nonpartisan organization. With its diverse monthly programs, the Committee promotes United Nations and American values of friendship, freedom and international understanding. It offers mission delegates and their families a warm introduction to New York, the riches of our culture and tradition, and to each other. Information about the Committee's activities and monthly calendar may be found on its website (www.hcund.org) or by visiting its office near the delegates' entrance of the General Assembly building (room GA-0142). The Hospitality Committee thanks all ambassadors who have so kindly and generously supported our annual Ambassadors' Ball benefit, which enables us to continue our work.

Banking facilities

The United Nations Federal Credit Union (UNFCU) is a not-for-profit cooperative financial institution owned since 1947 by members, who are staff and retirees of the United Nations and its specialized agencies, and members of their families. Certain permanent missions to the United Nations and their staff in New York may also join. A list of eligible missions is provided on the UNFCU website (www.unfcu.org).

unfcu.org/who-can-join). UNFCU offers a broad array of financial solutions and consultative services, including Internet banking, eWires, WebChat, 24/7 telephone banking, insurance, investments, mortgages and consumer lending products.

Additional information can be found at www.unfcu.org or by visiting a UNFCU branch (www.unfcu.org/contact/locations/#united-states). To speak with a member service representative, call 347 686 6000, use WebChat at www.unfcu.org or email email@unfcu.com.

ATM locations

- 2 United Nations Plaza, 3rd floor (East 44th Street, between First and Second Avenues)
- General Assembly Building, Visitors' Lobby (first basement level)
- 820 Second Avenue, street level
- UNFCU Headquarters, 24-01 44th Road, Long Island City

United Nations maps

Maps produced by the Geospatial Information Section are available at www.un.org/geospatial/mapsgeo. Maps on this site may be used for exhibition without modification. For publication permission, please refer to the guidelines found at www.un.org/geospatial/mandates/public.

Map printing services for maps produced by the Geospatial Information Section may be requested through a note verbale from the permanent mission addressed to the Office of the Assistant Secretary-General for Information

and Communications Technology, with a copy sent to geospatial@un.org, and should include the following information:

- Request for map printing service
- Map title, number and date of production
- Number of maps required
- Size of maps required (the majority of the maps available on the website are suitable for poster size, 24 inches by 18 inches, or 24 inches by 30 inches)
- Focal point (name, email and telephone number) to be contacted for pick-up when ready (no delivery service is available)

For more information, contact the Geospatial Information Section at geospatial@un.org.

Request for use of United Nations premises

Facilities and Commercial Activities Service, Special Events Unit

Room: GA-1B-055

Tel.: 917 367 4254

Authorization to use conference facilities will be granted on the understanding that meetings and conferences of the General Assembly and other organs of the Organization take precedence over other meetings or events. The Department for General Assembly and Conference Management reserves the right to cancel previously authorized bookings at any time prior to the event in case of unforeseen changes in the schedules and/or programmes of the Organization. In such cases, the sponsor will be informed expeditiously and will be responsible for finding an alternative venue.

Non-United Nations entities, including non-governmental organizations, should not hold meetings, conferences, events or exhibits on United Nations premises to conduct their own organizational business or to advance their own purposes or aims, except in the designated catering spaces that can be reserved for private functions, in which case the sponsor of the event must specifically indicate in the information for all participants that the venue at Headquarters is the catering space.

For approved meetings, conferences, events and exhibits involving multiple internal service providers, if additional technical services and equipment are required, the Division of Administration of the Department of Operational Support will coordinate with the appropriate departments and offices in order to provide them.

Sponsoring events: In the interest of ensuring the security and safety of all concerned, and in the light of the increasing number of requests for use of facilities, representatives of permanent missions are asked to use the utmost discretion to ensure that these activities are of a non-commercial nature and consistent with the principles and aims of the United Nations. Missions should note that they are responsible for the content and conduct of any event they may sponsor.

Sponsoring events on behalf of non-governmental organizations accredited to the United Nations: Representatives of missions should bear in mind that, notwithstanding the worthiness of the purpose of the event, no substantive business, such as the passage of resolutions, holding of elections, presentation of awards or solicitation of funds, nor ceremonies of any kind, may be conducted.

For detailed procedures for requesting the use of United Nations premises for meetings, conferences, events and exhibits, as well as criteria for the use of United Nations

premises and the costs, including insurance, please see the administrative instruction on use of space at Headquarters in New York for meetings, conferences, events and exhibits ([ST/AI/2019/4](#)).

Escalator safety

Before boarding:

Check the direction: Ensure the steps are moving in the direction you intend to go.

Secure footwear and clothing: Make sure your shoelaces are tied and avoid loose garments, long scarves or dangling drawstrings. Be extra cautious with soft-soled shoes or flip-flops near the edges of steps.

No wheeled items: Never bring strollers, wheelchairs, walkers, carts or heavy luggage onto an escalator; use an elevator instead.

While riding:

Hold the handrail: Maintain a firm grip on the moving handrail for balance. If your hand slips or the rail moves at a different speed, reposition it slowly.

Stand still and face forward: Stand in the middle of a single step, always facing the direction of travel. Do not run, walk against the moving direction or lean over the sides.

Supervise children: Hold children firmly by the hand and never let them sit, play or rub their shoes against the side panels.

Exiting safely:

Step off promptly: Do not hesitate or drag your feet as you reach the end. Step cleanly over the comb plates (the teeth at the landing). Do not touch the comb plate or end plates. Step over them and move clear immediately.

Move away immediately: Clear the exit area immediately so that passengers behind you do not crowd or trip.

Facilities for persons with disabilities

Restrooms that can accommodate persons with disabilities are located in the Conference Building on all levels, in the Secretariat Building on each floor and in the General Assembly Building on each floor.

Elevators with operators are available to access all floors of the General Assembly and Conference Buildings.

Ramps are located on the ground level at the entrances to the compound at East 42nd and 45th Streets and are fully accessible.

Parking spots designated for delegates with disabilities are located on the first basement level next to the entrance leading to the Vienna Café.

Special ramps to access the conference room podiums are provided where required. The General Assembly Building may be reached from the delegates' entrance at East 48th Street or from the south screening entrance at East 42nd Street. A special gate at the 42nd Street entrance has been designed to provide persons with disabilities with an independent, self-operated and after-hours method of leaving Headquarters. It complies with ADA standards and security requirements.

FACILITIES AND SERVICES FOR DELEGATIONS

The General Assembly Hall has been retrofitted to enable the installation of portable seating and the use of wheel-chairs, and a ramp has been installed at the main entrance to GA-200.

With regard to hearing aid equipment, requests to connect to conference room audio distribution systems should be addressed to the Broadcast and Conference Support Section (room CB-1B-79, tel.: 212 963 9485, email: request-for-services@un.org). The Section can also loan neck-worn induction loops for hearing aids equipped with a T-Switch.



Frequently asked questions

1. Where can I find information about arrangements for the high-level meetings and the general debate of the General Assembly?

The arrangements for the high-level meetings and the general debate of the General Assembly are set out in the information note for delegations ([A/INF/81/4](#)).⁶

2. Where can I find statements delivered during the general debate of the General Assembly?

Please see journal.un.org.

3. How should I submit credentials?

In accordance with rule 27 of the rules of procedure of the General Assembly, credentials for the session of the Assembly must be addressed to the Secretary-General and signed by the Head of State or Government or the Minister for Foreign Affairs. In accordance with rule 25 of the rules of procedure, credentials may indicate not more than five representatives and five alternate

⁶ [A/INF/81/4/Rev.1](#) to be issued in due course

FREQUENTLY ASKED QUESTIONS

representatives, and as many advisers, technical advisers, experts and persons of similar status as may be required by the delegation.

Scanned copies of the credentials, as well as of other communications containing the names of representatives to the session (such as letters and notes verbales from the permanent missions), should be submitted by 1 September 2026 if possible, only through the e-Credentials online platform, under the tab entitled “81st session of the General Assembly”, which can be accessed through the e-deleGATE portal (e-delegate.un.org). Email submissions of scanned copies of credentials will not be accepted. Only the original hard copy of the credentials should be submitted to the Office of Legal Affairs, located on the 36th floor of the Secretariat Building.

4. How can I find the agenda of the General Assembly?

The provisional agenda of the session is contained in [A/81/150](#). Annotations are set out in [A/81/100](#) and [A/81/100/Add.1](#). After its adoption (expected in September 2026), the agenda will be issued as [A/81/251](#). A revision to the agenda document will be issued at the end of the session, containing resolution and decision numbers adopted under each agenda item (e.g. [A/80/251/Rev.1](#))

5. What is the procedure for requesting the inclusion of an item in the agenda?

A request for the inclusion of an item in the agenda should be addressed to the Secretary-General, with a copy, if possible, to the General Assembly Affairs Branch (gaab@un.org). In accordance with rule 13 of the rules of procedure of the Assembly, a request for the inclusion of an item in the provisional agenda of a forthcoming regular session should be made at least 60 days before the opening of the session. A request for the inclusion of

a supplementary item in the agenda, in accordance with rule 14 of the rules of procedure, should be made at least 30 days before the opening of the session. Afterwards, additional items of an important and urgent character may be proposed for inclusion in the agenda, including during the session, in accordance with rule 15 of the rules of procedure. Unless the Assembly decides otherwise by a two-thirds majority of the members present and voting, no additional item may be considered until seven days have elapsed since it was placed on the agenda and until a committee has reported upon the question concerned. In accordance with rule 20 of the rules of procedure, any items proposed for inclusion in the agenda must be accompanied by an explanatory memorandum and, if possible, by basic documents or a draft resolution.

6. Where can I find the programme of work of the General Assembly and the Main Committees?

The draft calendar of the programme of work of the plenary is issued in July and covers September to December. Once the session begins, the calendar is updated on an ongoing basis on [iGov \(igov.un.org\)](http://igov.un.org) or the General Assembly website.

For the programme of work of the Main Committees, please refer to the Committee pages on iGov or contact the Secretary of the respective Committee, as listed in A/INF/81/2.

7. How do I register on the list of speakers for the General Assembly plenary?

Delegations wishing to register on the list of speakers of plenary meetings of the General Assembly are requested to do so through the e-deleGATE portal (e-delegate.un.org).

FREQUENTLY ASKED QUESTIONS

For access-related questions, please contact missions-support@un.int. For any other inquiries regarding the list of speakers, please contact the General Assembly Affairs Branch (Carlos Galindo, galindo@un.org, with a copy to gaspeakerslist@un.org)

8. Can documents or other materials relevant to a meeting be made available in the General Assembly Hall?

On the day of election in the General Assembly, campaign materials may be distributed in the General Assembly Hall. Such materials shall be limited to a single page of information on the candidates, with a view to preserving the decorum of the Assembly, pursuant to resolution [71/323](#). At all other plenary meetings, no documents or other materials are to be distributed in the Hall. United Nations documents and, if applicable, statements of speakers are distributed by electronic means.

9. What is the procedure for submitting a draft resolution or decision?

Draft resolutions and draft decisions are submitted electronically. The electronic version, containing the final text of the draft resolution or decision, must be submitted by an accredited delegate of a mission via the e-Proposals module, in keeping with the guidelines for the preparation, sponsorship and submission of proposals (see www.un.org/en/ga/pdf/guidelines_submit_draft_proposals.pdf).

If the submitting delegation wishes to open the proposal for co-sponsorship, it may do so through the e-Sponsorship or e-Proposals module of the plenary or the respective Main Committee on the e-deleGATE portal (e-delegate.un.org).

If the draft resolution or decision is based on a previous proposal, the previous text should be downloaded from the Official Document System (ODS) (documents.un.org) and necessary changes made using the track changes feature in Microsoft Word.

As submission procedures vary in different intergovernmental bodies, please contact the Secretary of the respective Main Committee regarding its particular submission procedure (see [A/INF/81/2](#) or [page 32](#)).

10. How can a Member State co-sponsor a draft resolution or decision? Can I still co-sponsor a draft resolution by signing a co-sponsorship form?

Authorized members of delegations wishing to co-sponsor a particular draft resolution or decision may do so through the e-Sponsorship or e-Proposals module for the plenary and for the respective Main Committee on the e-deleGATE portal (e-delegate.un.org). For more information, see the guidelines for the preparation, co-sponsorship and submission of proposals (www.un.org/en/ga/pdf/guidelines_submit_draft_proposals.pdf).

Co-sponsorship cannot be carried out through any kind of correspondence, email or other such means. Co-sponsorship forms in hard copy (paper) are not accepted.

Note that co-sponsorship cannot be accepted after the adoption of draft resolutions and decisions. Additional sponsors are not accepted for drafts recommended by a Main Committee once these have been adopted by the Committee.

11. How can I withdraw my delegation's co-sponsorship?

Delegates can inform the General Assembly Affairs Branch of their mission's intention to withdraw sponsorship by email to the focal point for the submission of proposals listed in the guidelines for the preparation, co-sponsorship and submission of proposals (www.un.org/en/ga/pdf/guidelines_submit_draft_proposals.pdf). Co-sponsorship cannot be withdrawn once the resolution has been adopted.

12. Where can I get a copy of the adopted resolution or decision?

A few weeks after adoption, resolutions are published in the "A/RES" series of documents. Until then, the text is contained in an "L" document on ODS. If recommended by a Main Committee, resolutions can also be found in the report of the relevant committee. Resolutions and decisions are published as Supplement No. 49 to the Official Records of the General Assembly of the session in three volumes (e.g. [A/80/49 \(vol. I\)](#) to [\(vol. III\)](#)). Volumes I and II contain resolutions and decisions, respectively, adopted during the main part of the session, and volume III contains resolutions and decisions adopted during the resumed part of the session. A list of resolutions adopted can also be found on the website of the General Assembly (www.un.org/en/ga).

Draft resolutions/decisions and adopted resolutions or decisions are available on iGov. While decisions are not issued as standalone documents, the text of a decision is accessible on [iGov](#) including through a direct link referring to the decision number, as follows: [igov.un.org/a/dec/\[session number\]/\[decision number\]](http://igov.un.org/a/dec/[session number]/[decision number]) (e.g. igov.un.org/a/dec/80/421).

13. Where can I access information on formal and informal meetings of the General Assembly and intergovernmental bodies in a public portal?

[iGov \(igov.un.org\)](http://igov.un.org) contains information on formal and informal meetings of the General Assembly and intergovernmental bodies.

It serves as the public face of e-deleGATE and provides a window to intergovernmental data, allowing users to cross-reference meetings, documents and agenda items and to obtain comprehensive information across different search criteria. It provides a snapshot of future and past meetings, with links to the list of speakers, voting results and other relevant material, such as informal documents and letters. It also offers access to the latest information on the schedule of meetings, lists of proposals, lists of adopted resolutions and decisions, and documentation.

14. What does “programme budget implications” mean?

A programme budget implication is a statement detailing the administrative, financial and programmatic changes that the adoption of a draft resolution would entail. Once a programme budget implication is issued, the Advisory Committee on Administrative and Budgetary Questions will also provide its observations for the Fifth Committee to consider.

At least 48 hours are required before action can be taken on a draft resolution containing budgetary implications so that the Secretary-General can prepare the programme budget implication and the Advisory Committee can consider it. For this reason, there is a deadline of no later than 1 December for draft resolutions with financial implications to be submitted to the Fifth Committee (see [decision 34/401](#), paras. 12 and 13).

15. Where can I get a copy of the voting record on an adopted resolution or decision?

Voting records are posted on the e-deleGATE portal immediately after adoption of a resolution or decision. Voting records can also be found through the United Nations Digital Library (digitallibrary.un.org) by entering the symbol of the resolution (e.g. [A/RES/70/1](#)) in the search field.

**16. What is the majority required for decision-making?
Who can participate in the vote?**

In accordance with Article 18 of the Charter of the United Nations and rule 83 of the rules of procedure of the General Assembly, each member of the Assembly shall have one vote (only Member States can participate in a vote). Decisions of the Assembly on important questions shall be made by a two-thirds majority of the members present and voting. These questions shall include: recommendations with respect to the maintenance of international peace and security; the election of the non-permanent members of the Security Council; the election of the members of the Economic and Social Council; the election of members of the Trusteeship Council in accordance with paragraph 1 (c) of Article 86 of the Charter; the admission of new Members to the United Nations; the suspension of the rights and privileges of membership; the expulsion of Members; questions relating to the operation of the trusteeship system; and budgetary questions.

Decisions on questions other than those provided for in rule 83, including the determination of additional categories of questions to be decided by a two-thirds majority, shall be made by a majority of the members present and voting. For details relating to the method of voting and elections, please see rules 83–95 of the rules of procedure.

17. What is the procedure to reflect in the verbatim records how a Member State intended to vote on a draft resolution or decision?

A member of the delegation can complete a form, indicating their voting intention, on the e-deleGATE portal (e-delegate.un.org) and a footnote will be added to the verbatim record (PV) of the meeting.

18. Where can I find the list of candidates for General Assembly elections?

The list of candidates is available to delegations on the e-Candidatures and Elections module on the e-deleGATE portal (e-delegate.un.org). Guidelines on how to submit a candidature for election by the General Assembly are available at www.un.org/en/ga/pdf/guideline_e-delegate_candidates_and_elections_module.pdf. Information on the United Nations Secretariat focal points on election matters is available on Candiweb. Delegations are requested to check the e-Candidatures and Elections module as information is updated regularly.

19. Whom should I contact in case of a change to my mission's election officer?

Any changes of election officers at missions should be communicated by email to gaab@un.org. The list of election officers of delegations is available on Candiweb on the e-deleGATE portal (e-delegate.un.org).

20. How do I request the granting of observer status?

The General Assembly, by its decision 49/426, decided that the granting of observer status should in the future be confined to States and to those intergovernmental organizations whose activities cover matters of interest to the Assembly. The request for the granting of observer status must emanate from a Member State, or Member

States, in the form of a letter to the Secretary-General containing a request for the inclusion of the granting of that observer status as an item in the agenda of the Assembly. Taking into account the requirement for the item to be considered by the Sixth Committee (see resolution [54/195](#)), which meets during the main part of the session between September and December, such requests are normally submitted in time for inclusion in the provisional agenda of the forthcoming session, or the supplementary list thereto. The list of observers can be found in [A/INF/81/3](#).

21. What rights do observers have in the General Assembly?

The General Assembly has granted to the Holy See and the State of Palestine, in their capacity as Observer States, rights and privileges of participation in the sessions and work of the Assembly.

For further information concerning the rights and privileges of participation of the Holy See, see resolution [58/314](#) and the note by the Secretary-General ([A/58/871](#)). Concerning those of the State of Palestine, see General Assembly resolutions [3237 \(XXIX\)](#), 43/160 A, 43/177, [52/250](#), [67/19](#) and [ES-10/23](#), the note by the Secretary-General ([A/52/1002](#), [A/52/1002/Corr.1](#) and [A/ES-10/1003](#)) and the report of the Secretary-General ([A/67/738](#)).

The General Assembly has also granted to intergovernmental organizations and entities the right to participate as an observer in the session and work of the General Assembly (see [A/INF/81/3](#)). Such status is granted by the Assembly in a resolution based on a recommendation received from the Sixth Committee. Observers can make statements in debates in formal plenary meetings. They cannot co-sponsor resolutions and cannot raise procedural motions, such as points of order.

With respect to the European Union, the General Assembly has adopted a resolution outlining the modalities for the participation of their representatives in the General Assembly (see resolution [65/276](#) and [A/65/856](#)).

22. How do I request the issuance of communications addressed to the Secretary-General as official documents?

Delegations requesting the issuance of communications addressed to the Secretary-General as official documents of the General Assembly should ensure that they are addressed to the Secretary-General and are signed by the permanent representative or chargé d'affaires of the permanent mission to the United Nations.

The communication should indicate the session of the General Assembly and the number and title of the agenda item under which circulation is being requested, using the agenda of the session of the Assembly ([A/81/251](#)).

Requests should include the following language: "I should be grateful if you would circulate the present letter as a document of the General Assembly, under agenda item ...". The original letter must be sent to the Executive Office of the Secretary-General, with an original signature or stamp.

In addition, electronic versions in Microsoft Word should be sent to gaab@un.org and to dms@un.org to facilitate processing. Originals may be submitted to Room S-12FW001 in the Secretariat Building. If versions in any other United Nations official languages are available, they should be included, with a clear indication of the original language and which language versions are to be used for reference only.

Materials that are accessible to the public on websites or through the media, such as statements, press releases, social media and images, should be cited rather than included in the communication.

23. What are the opening dates of future sessions and future general debates?

The opening dates of the regular session of the General Assembly and the general debate vary every year, pursuant to rule 1 of its rules of procedure. Please see the note by the Secretariat on the opening dates of forthcoming regular sessions of the General Assembly and of the general debate ([A/INF/81/1](#)) for further information.

24. What is the procedure for designating an international day, week, year or decade?

The General Assembly has designated specific days, weeks, years and decades as occasions to mark particular events or topics in order to promote, through awareness and action, the objectives of the Organization. Such days, weeks, years and decades have been proclaimed through the adoption of resolutions by the Assembly, proposed by one or more Member States.

As far as international years are concerned, the annex to Economic and Social Council resolution [1980/67](#), entitled “Guidelines for future international years”, sets out the criteria and procedures with respect to proposals for future international years. The General Assembly has stressed that the criteria and procedures contained in the guidelines should be taken into account in considering future proposals for international years (see in particular Assembly decision 35/424 and resolutions [53/199](#) and [61/185](#)).

On occasion, prior to the General Assembly proclaiming specific days and years, specialized agencies of the United Nations have adopted decisions supporting the establishment of specific days and years.

In its resolution [79/327](#), the General Assembly noted with concern the significant increase in the number of proposals to proclaim international days, weeks, months, years or decades; decided, on a trial basis, to put on hold consideration of new proposals for international days, weeks, months, years and decades during the eighty-first and eighty-second sessions; and requested the President of the General Assembly, effective from the eighty-first session, to group all proclamation requests for international commemoration into a single resolution per agenda item, where each proposed commemoration contains its own operative paragraph focused on its establishment.

25. How do I request the use of the General Assembly Hall for an event?

From September to December each year, with the exception of the United Nations Day Concert, the General Assembly Hall is used solely for the meetings of the General Assembly. Requests for permission to use the Hall during the rest of the year should be addressed to the Director of the Central Planning and Coordination Division of the Department for General Assembly and Conference Management, Xuesong Ma (max@un.org). Requests for special events should be made at least three months in advance of the proposed event. Permission to use the Hall is granted on the understanding that, should the Assembly need to meet at a time when the use of the Hall has been authorized for another meeting or event, the sponsor of that meeting or event would have to make alternate arrangements. Please see administrative instruction [ST/AI/2019/4](#) for details.

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