

**Information sheet for participants at the 72<sup>nd</sup> session of  
UNCITRAL Working Group II (Dispute Settlement)  
(21 to 25 September 2020)**

**Organization of the session**

Please refer to the [letter from the chair](#) of the Working Group. The agenda and the documents are available on the [Working Group II webpage](#) in all six UN official languages. Two two-hour meetings per day will be held from Monday, 21 September to Friday, 25 September. The meeting hours will be 11:00–13:00 and 15:00–17:00 Vienna time (Central European Summer Time). The tentative schedule is as follows.

<i>Day of the week</i>	<i>Agenda</i>
Monday 11:00-13:00	Video/audio/connection testing & Adoption of the agenda
Monday 15:00–17:00 and Tuesday	Working Paper 214, Part III, Sections A to D
Wednesday	Working Paper 214, Part III, Sections E to H
Thursday	Working Paper 214, Part III, Sections I to L
Friday	Working Paper 214, Part III, Sections M to Q & Discussion on the summary by the chair and next steps for the Working Group

The chair has urged delegations to make concise interventions not exceeding 5 minutes on a specific topic and also to make use of the chat and other functions available on Interprefy. The meeting will be recorded and made available on the Working Group II webpage in due time.

The 72<sup>nd</sup> session of UNCITRAL Working Group II (Dispute Settlement) will be held with appropriate arrangements put in place to enable both in-person and remote participation.

**In-person participation**

Registered delegates who will participate in-person at the Vienna International Centre (VIC) are requested to proceed to the Pass Office at Gate 1 upon arrival, where a photo will be taken on-site and a conference badge issued. As the Working Group session will coincide with the IAEA General Conference, delegates are asked to arrive at the Pass Office giving enough time. Delegates will have their seat pre-assigned in the meeting room, Boardroom C (VIC, 4<sup>th</sup> floor, C Building) and will be required to sit only in their pre-assigned seat indicated by the respective nameplate and to follow the COVID-19 related requirements issued by the VIC Medical Service.

**Online participation**

The virtual platform Interprefy will be used for online participation. The link to the meetings (different for speakers and listeners) together with guidelines on how to connect to the meeting and the expected conduct during the meetings is communicated via email. We strongly suggest that you first read the User Guide available in [العربية/中文/English/Français/Русский/Español](#).

Please use **Google Chrome** or **Mozilla Firefox** to join (make sure to allow permanent browser access to the microphone and camera and avoid using audio from PC). Please use a headset with a high-quality microphone (preferably with a USB connection), an HD camera, and a stable Internet connection (preferably through an ethernet cable). You may not be able to connect with a mobile device and even if you manage to connect with a mobile device, the quality of transmission may be low. **We encourage you to run tests at <https://un.interpret.world/test> prior to the meeting.**

Please **log in to the platform well in advance as there is an authentication phase**. Authentication may be required for each meeting. You will first be asked to insert your e-mail address. Please enter the email address you registered with. If your email address is on the approved list of participants, you will then receive a message with a 4-digit code (sent by [noreply@interpret.world](mailto:noreply@interpret.world)). Please check your spam folder if you don't get a code.

If the problem persists, you may need to provide another e-mail address to [eiko.kuyama@un.org](mailto:eiko.kuyama@un.org). The same e-mail should be used to communicate any changes in the speaking arrangements.

Enter the code and join the meeting.



You may be prevented from logging in due to firewalls. If you use your private laptop, you can edit firewall settings yourself. If your organization's firewall blocks access, please contact your organization's system administrator.

When joining, you will be asked to **choose a username**. This name will be shown on the platform as your identification. It is important that you use the following format: "**Country/Organization\_First name\_Last name**". If a group of people are using the same connection, please indicate whether you are at the permanent mission or at capital.

**Please select the language** you wish to hear the interpretation in.

If you are a **speaker** and wish to **request the floor**, ask for a permission to speak by clicking the green hand icon. The list of those requesting the floor will appear on the platform in the sequence the request is made. The list of those requesting the floor in the room will be shared in the chat box. The chair would give the floor in the order requests were made. If you would like to make a specific point or respond to a statement and would like the order to be changed, please indicate so in the chat box so that the chair can determine whether to give you the floor first.



**Please be prepared when it is your turn to intervene.** Once the chair announces that you are given the floor, the conference services will allow you to share either audio only or video. Please select video to stream both audio and video. Please note that this is likely to take a few seconds depending on your connection. If you have difficulties sharing your video, try audio only. If this fails, please try restart all lines (above the green hand icon) or reload browser. Also inform us in the chat.



If you are going to read out a lengthy statement, please send it to [unov-conferencestatements@un.org](mailto:unov-conferencestatements@un.org) in advance. This will greatly benefit the quality of interpretation, in particular in case of connection

problems. If you would like the Secretariat to read out a statement on your behalf, please insert the text in the chat box or send the text to [jaesung.lee@un.org](mailto:jaesung.lee@un.org).

For better experience with Interprefy, please familiarize yourself with the interface before and during the first meeting. Speak from a quiet room with doors and windows closed and avoid having sources of light, like a window or a lamp, behind you. Also, avoid moving or touching the microphone while speaking, and speak at a moderate pace.