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7 April 2022

Dear delegates and observers at the thirty-seventh session of UNCITRAL Working Group I,

I am writing to you regarding the arrangements for the thirty-seventh session of UNCITRAL Working Group I (Micro-, Small and Medium-Sized Enterprises, MSMEs), which will take place from 9 to 13 May 2022.

As agreed by the Commission at its fifty-fourth session last year (see [A/76/17](#), para. 248), the arrangements regarding the format, officers and methods of work which applied to the last session of the Working Group also apply to the upcoming session. Accordingly, I have the honour to continue serving as Chair of the Working Group at the session. I am also pleased to confirm that Ms. Beulah Li (Singapore) will continue serving as Rapporteur.

Arrangements are being made by the UNCITRAL secretariat to allow delegations to participate in person at the United Nations Headquarters in New York (conference room 2) and remotely via an online platform. In this regard, I am pleased to inform you that restrictions on access to the United Nations Headquarters and social distancing measures in conference rooms have been lifted and as of Monday, 28 March 2022, intergovernmental meetings have resumed as normal. The recommended limit of one representative per State's delegation for in-person participation is thus no longer in place and representatives of international and non-governmental organizations are also allowed to participate in-person.

The arrangements for the session are as follows:

1. There will be two 2-hour meetings per day during the session from 10 a.m. to 12 p.m. and from 3 p.m. to 5 p.m. New York time (Eastern Daylight Time, UTC -4).
2. Simultaneous interpretation in all official languages of the United Nations will be provided for both in-person and remote participants.
3. The platform for remote participation is Zoom (not the Interprefy platform, as used for previous sessions). The secretariat will communicate connection details to registered participants by email closer to the session. The platform can **only** be accessed with a Zoom account; remote participants can use an existing account or sign up for a new account at <https://zoom.us/signup>.
4. It is crucial for remote participants to ensure that the "display name" for the Zoom account is updated before the session according to the following naming convention: **State or organization that the participant represents\_first name\_last name** (for example, "UNCITRAL\_Jane\_Smith").

A provisional agenda for the session (A/CN.9/WG.I/WP.125) is available on the Working Group I page of the UNCITRAL website: [https://uncitral.un.org/en/working\\_groups/1/msmes](https://uncitral.un.org/en/working_groups/1/msmes). If I do not receive any objection or alternative proposals by 29 April 2022, the agenda will be considered adopted at the beginning of the session (item 2 of the provisional agenda).

At the session, the Working Group is expected to review the new iteration of the Future Text on Access to Credit for MSMEs (contained in document A/CN.9/WG.I/WP.126) and in particular to provide clear guidance on key issues that are included in “Notes to the Working Group” which have been added in several sections of the text.

In accordance with the adopted procedure (see paragraph 6 of the decision in document A/CN.9/1038, Annex 1), the rapporteur and I, with the assistance of the secretariat, will prepare a draft summary of the deliberations and any conclusions reached during the session in a format similar to that of previous Working Group reports. That draft will be presented to you as the Summary of the Chair and the Rapporteur for comments. My hope is that the Working Group would be satisfied with the draft and would be willing to adopt it as its report to the Commission at its fifty-fifth session in 2022.

I plan to chair the session in person and I hope to see many of you in person or online so that the Working Group can make progress. I will take steps to ensure an inclusive and transparent approach and adjust the pace and organization of the session to accommodate remote participation, especially as delegations may face technological difficulties or difficulties relating to very distant time zones. I would thus urge delegations to make concise interventions not exceeding five (5) minutes on a specific topic. This will ensure that we make efficient use of the resources available to the Working Group. I would also encourage delegations wishing to make written submissions to do so in advance of the session to facilitate deliberations. Submissions should be made by email to the secretary of the Working Group (Ms. Monica Canafoglia, [monica.canafoglia@un.org](mailto:monica.canafoglia@un.org)). Considering that the Working Group session is only a few weeks away, it might not be feasible to have such submissions translated into the other official languages of the United Nations, but I will make efforts to ensure that written submissions are adequately reflected in our deliberations and in the summary.

Please feel free to convey all your comments on the proposed arrangements for the session to the secretary of the Working Group (Ms. Monica Canafoglia, [monica.canafoglia@un.org](mailto:monica.canafoglia@un.org)) copying myself ([sinisa.petrovic@pravo.hr](mailto:sinisa.petrovic@pravo.hr)) and the rapporteur ([Beulah\\_LI@agc.gov.sg](mailto:Beulah_LI@agc.gov.sg)). I count on your constructive feedback and on your kind cooperation.

I look forward to our discussions.

Yours sincerely,  
Siniša Petrović



Chair  
UNCITRAL Working Group I