

Seating and speaking arrangements for the 36th session of Working Group III, 29th October-2nd November 2018

The session will be held in Board Room D, "C" building, 4th Floor in the VIC, and in Conference Room C4, 7th Floor, in the "C" Building.

The UNCITRAL Secretariat is delighted to note extremely high participation in the session of Working Group III. Consequently, there will be more participants than can be accommodated in Board Room D alone. Additional seating is therefore available in Conference Room C4. Conference Room C4 will have a live video link and sound links with the Board Room D, so that those seated in Conference Room C4 can follow the proceedings in all languages.

The Chairman and remainder of the Bureau will be in Board Room D, and all speaking microphones will be in Board Room D.

The seating arrangements are as follows:

1. Each member State and Observer State has been allocated TWO seats in Board Room D: one at a table, behind its flag, and one seat immediately behind that seat.
2. Each International Organization has been allocated ONE seat in Board Room D, behind its flag.
3. Each NGO has been allocated ONE seat in Board Room D. Some seats are at a table, others are immediately behind the table seats. Each NGO will sit behind its flag and will have access to a microphone.

There is limited additional free seating behind the allocated seats in Board Room D, which can accommodate other representatives. Large delegations are kindly requested not to take more than two seats in Board Room D and we kindly ask additional members of delegations to be seated in Conference Room C4. There is free seating in Conference Room C4. Delegations may take their country or organizations flag before getting seated.

The speaking arrangements are as follows:

The above seating arrangements will not give all participants the ability to indicate their wish to speak and immediate access to a microphone, Consequently, the following arrangements have been made:

1. There are two standing microphones. Representatives speaking from these microphones are reminded that the Chair may not be aware of the affiliation of the speaker, and are requested to remind the Chair of that affiliation as necessary.
2. Members of the UNCITRAL Secretariat will be in both meeting rooms to assist participants with these speaking arrangements and in communicating requests for the floor to the bureau.

Documents for the session will be available in delegations' pigeonholes. Limited copies of additional documents are available on demand from the Documents Counter. Pigeonholes and the documents counter are located opposite Board Room D.

The Secretariat is most grateful for delegates' understanding and looks forward to a purposeful session.

25 October 2018