

GUIDE TO PARTICIPATION

Sixth Meeting of the Interim Intergovernmental Steering Group on Cross-Border Paperless Trade Facilitation, 25-26 January 2021

Virtual format of the meeting under the COVID-19 pandemic

The COVID-19 pandemic continues to change the way we live and work. To ensure the safety and wellbeing of all participants as well as taking into account the on-going travel restrictions in many countries, the Sixth Meeting of the Interim Intergovernmental Steering Group on Cross-Border Paperless Trade Facilitation will be in a virtual format. Delegates join the meeting virtually through KUDO videoconference platform.

The 3-hour sessions will take place in the afternoon on 25 January from 13.00-16.00, followed by one and half hour session on 26 January from 13.00-14.30, GST+7). We would like to thank everyone in advance for your understanding and cooperation.

Country interventions

For the session to proceed as smoothly as possible, given time constraints, it is requested that country interventions should be brief and focus on the substantive agenda items only and directly address the specific issues for discussion. This will allow the Chair to give an opportunity to all countries to present their point of view and contribute to the discussions.

Given the technical limitations of conducting the meeting through a virtual platform and in view of the mandates and operational requirements of the meeting, member States and associate members of the Commission will be provided with three KUDO connection, and, potentially, a maximum of two additional KUDO connection, depending on availability. After allocating all the KUDO connections to confirmed participants, if there remain unused connections, these may be distributed to additional confirmed participants upon request. Therefore, each delegation should indicate first the primary connection and then any additional connections, as appropriate. Please note that the KUDO connection is not transferable. It may be possible to share one KUDO connection at the same premise, provided that it is possible to maintain social distancing in that location, in accordance with national contexts and guidelines.

Representatives of permanent observers of the Commission, observer organizations, intergovernmental organizations, other entities and non-governmental organizations will be provided with one KUDO connection, and potentially, a maximum of one additional KUDO connection, depending on availability.

Delegates will be able to turn on their microphone and camera only when their request to speak has been submitted and accepted through the KUDO platform. A guide to using the KUDO videoconferencing platform will be shared with each delegation assigned to KUDO connection. KUDO users will also be invited to a test-run prior to the session to ensure smooth virtual participation.

All additional stakeholders that wish to observe the proceedings may do so via broadcast at a link to be published on the website of the Sixth Meeting of the Interim Intergovernmental Steering Group on Cross-Border Paperless Trade Facilitation: <https://www.unescap.org/intergovernmental-meetings/sixth-meeting-interim-intergovernmental-steering-group-cross-border>

Documents and interpretation

Pre-session documents are available in Chinese, English, French and Russian on the agenda page of the meeting website. The draft report, in Chinese, English, French and Russian languages, will be available on the meeting website by noon of 26 Jan 2021 for consideration by the meeting on the final day of the session. Given the technical limitations of conducting the meeting in a virtual manner and in view of the mandates and operational requirements of the meeting, the report of the Sixth Meeting of the Interim Intergovernmental Steering Group on Cross-Border Paperless Trade Facilitation will contain only two sections: matters calling for action by the Commission and organizational aspects. A short summary of the proceedings in the form of a Chair's summary will be prepared after the meeting.

Live simultaneous English-Russian-English interpretation as well as international sign language interpretation will be arranged in the KUDO videoconferencing platform for the duration of the meeting. Details on how to choose an interpretation channel will be provided in the KUDO participation guide. As the session will be broadcast at a link to be published on the website of the Sixth Meeting of the Interim Intergovernmental Steering Group on Cross-Border Paperless Trade Facilitation: <https://www.unescap.org/intergovernmental-meetings/sixth-meeting-interim-intergovernmental-steering-group-cross-border>, you are encouraged to invite your national stakeholders who will be benefited from the interpretation arrangement to watch the broadcast.

Other related events

Several meetings and events are organized in the same week as part to the seventh Asia-Pacific Trade and Investment Week. Details on events of the week that might interest you can be found at: <https://www.unescap.org/events/seventh-asia-pacific-trade-and-investment-week>

Consent/Advice to be recorded

The meeting will be recorded. By joining the virtual meeting, participants consent to the recording and streaming of the event.