



25 August 2021

English only

Committee on the Peaceful Uses of Outer Space

Sixty-fourth session

Vienna, 25 August–3 September 2021

Information for participants

Format of the session

1. The sixty-fourth session of the Committee on the Peaceful Uses of Outer Space is envisaged to be held in a hybrid format, combining a limited in-person component in the Vienna International Centre (VIC) with a large online presence for participants worldwide on an interactive event platform.
2. Official plenary meetings of the Committee and official meetings of working groups will be held with interpretation into all official United Nations languages and full interactive participation. In order to allow all stakeholders to follow the official plenary meetings of the Committee will also be webcast. No interpretation will be arranged for other events (including informal meetings of working groups, technical presentations, and side events).

Opening date of the session and meeting times

3. The session will open on Wednesday, 25 August 2021. The meetings will be held on Vienna time. Official plenary meetings of the Committee and official meetings of working groups with interpretation will take place from 11 a.m. to 1 p.m. and from 3 p.m. to 5 p.m.. The delivery of technical presentations is scheduled to take place from 9.15 a.m. to 10.45 a.m. and from 5.15 p.m. to 6.15 p.m. Informal meetings of working groups are scheduled to take place from 1.30 p.m. to 2.45 p.m. The Journal will set forth the daily programme and other information related to the conduct of the session.

<i>Time period</i>		<i>Platform</i>
9:45–10:45	Technical presentations	MS Teams
11:00–13:00	COPUOS morning session with interpretation	Interprefy
13:00–13:30	Break for disinfection of the conference room	
13:30–14:45	Informal meetings of working groups	MS Teams
15:00–17:00	COPUOS afternoon session with interpretation	Interprefy
17:15–18:15	Technical presentations	MS Teams



Participation

4. As mentioned above, due to the COVID-19 pandemic, the sixty-fourth session of the Committee is envisaged to be conducted in a hybrid format, with in-person and online participation.

Online participation

Formal meetings of the Committee and working groups

5. Official plenary meetings of the Committee will be webcast in the six official languages of the United Nations. Links to the webcast will be posted on the following web page: <https://www.unoosa.org/oosa/en/ourwork/copuos/2021/index.html>. Formal meetings of working groups are closed meetings and will not be webcast.

6. For interactive online participation, a virtual platform Interprefy will be used that allows registered participants to follow plenary meetings of the Committee and formal meetings of working groups. Participants are advised to follow the following four steps for participating in a meeting with remote simultaneous interpretation: (1) use an ethernet cable to connect the computer to the router for a more stable Internet connection; (2) use a headset with a built-in microphone or a unidirectional table microphone rather than a computer’s built-in microphone; (3) participate from a quiet room; and (4) turn on the camera, as interpreters also rely on visual cues to do their job properly.

7. Access to the virtual platform will be provided for registered participants after the end of the registration period. The number of links per delegation are as follows:

<i>Delegation</i>	<i>Number of links</i>
States members of the Committee	Seven (7) links
International organizations having permanent observers’ status with the Committee	Two (2) links
Member States of the United Nations, who are not members of the Committee (*subject to the decision of the Committee to invite those delegations to attend the current session and to address the Subcommittee, as appropriate, without prejudice to further requests of this nature).	Two (2) links

Informal meetings of working groups

8. Informal meetings of working groups will be organized on MS Teams platform. Links to connect to informal meetings will be communicated to permanent missions of States members of the Committee via official channels.

In person participation

COVID-19 prevention concept

9. All in-person participants are required to follow the Guidance for participants contained in the VIC Meeting Guidelines: COVID-19, available from the web page for the sixty-fourth session of the Committee available on the website of Office for Outer Space Affairs. In particular, participants may not attend the meeting if they show symptoms associated with COVID-19.

10. By swiping their grounds pass/badge, participants entering the VIC to physically attend the sixty-fourth session of the Committee, declare that they possess valid documentation meeting one or more of the following 3G (“Geimpft, Getestet, Genesen” or “vaccinated, tested, recovered”) criteria: (1) proof of a negative PCR test not older than 72 hours, or a rapid antigen test not older than 48 hours; (2) proof of COVID-19 vaccination between 22 and 90 days after the first dose, or proof of full

vaccination not older than 270 days; or (3) a certificate of recovery from COVID-19 illness not older than 180 days, or proof of a positive COVID-19 antibody test (with a result of 15 BAU or above) not older than 90 days. By swiping their grounds pass/badge, participants also confirm that they will produce the documentation to the conference, meeting and event organizers or to VIC Medical Service, if required.

11. Furthermore, by swiping their pass/badge on entry to the VIC, in line with the system used in the United Nations headquarters building in New York, participants physically attending the sixty-fourth session of the Committee also declare that they (1) have completed quarantine, if applicable; (2) have not been diagnosed with COVID-19 in the last 14 days; (3) have not had symptoms consistent with COVID-19 in the last 14 days; (4) have not had close contact with someone with COVID-19 or with symptoms consistent with COVID-19 in the last 14 days; and (5) agree to assume any health risks related to their attendance.

12. Information on testing options in Vienna can be found at <https://coronavirus.wien.gv.at/faq-english/#Testangebote>. Participants can take a COVID-19 rapid test at the Austria Centre (U1 Kaisermuehlen and Drive-In) before entering the VIC. Tests are free of charge and available for everybody, including persons without health insurance in Austria.

Physical presence in the Vienna International Centre

13. Due to COVID-19 developments worldwide (in particular caused by virus mutations), the number of participants at the VIC needs to be further restricted and floating badges will be required to access the conference room (**M Plenary, M-Building, Vienna International Centre (VIC), Wagramer Strasse 5, 1400, Vienna**).

14. States members of the Committee will be allowed to be physically present in the conference room, subject to limit of two representatives per delegation. In exceptional circumstances, in case the conference room is occupied at less than 75 per cent capacity, admittance of an additional representative per State member of the Committee is possible.

15. In accordance with the Austrian requirements on COVID-19-related measures to be applied, such as physical distancing, at any given time a maximum of one delegate per organization with permanent observer status to the Committee can be physically present at any of the meetings of the Committee.

16. A maximum of one delegate per delegation of Member States of the United Nations not members of the Committee, can be physically present at any of the meetings of the Committee at any given time, subject to the decision of the Committee to invite those delegations to attend the current session and to address the Committee, as appropriate, without prejudice to further requests of this nature.

Identification badges

17. Individual badges will be issued at the United Nations Security and Safety Section **Pass Office at Gate 1**, as appropriate. Officials of Permanent Missions at Vienna do not need dedicated conference badge. Participants without a valid grounds pass are kindly asked to enter via Gate 1, where they can have their badge issued. The Pass Office will be open from 8 a.m. to 4 p.m. Delegations are requested to indicate, in advance, the composition of their delegations to the Secretariat. Participants should provide an appropriate form of identification at the entrance.

18. Pre-printing of individual badges can be arranged for accredited participants, if the accreditations are received before the deadline in electronic **word version and an email address is provided for each of the delegates**. In this case, participants would be able to upload their pictures to the system. The photos should be JPG format and the size 2 x 2 inches (5 x 5 cm).

19. Floating badges do not show individual participants' names and can be exchanged within the same delegation. The floating badges will be provided to the Head of Delegation or designated delegate (upon presentation of designation in written format). Redistribution of floating badges within the delegation will need to happen outside the conference room.

Travelling from overseas

20. In-person participants from abroad will be subject to regulations on the entry to and during their stay in Austria, as specified by the host country. Participants are encouraged to keep any travel arrangements flexible and remain alert to a dynamic situation that may require further adaptations.

List of speakers

21. Inscriptions to the list of speakers per agenda item with the indication of name of speaker should be communicated to the secretariat in due course. Accredited participants may deliver pre-recorded video statements (with written script). Plenary statements will receive full interpretation services and will be limited to a maximum of seven (7) minutes.

22. In order to facilitate the work of the interpreters, the texts of statements should be provided to in advance of the delivery of the statements. Upon submitting statements for interpretation purposes, delegations are to inform the secretariat as to whether the statement may be uploaded to the website of the Office for Outer Space Affairs, in line with the agreement of the Committee, at its sixty-second session in 2019 (A/74/20, para. 321).

Technical presentations

23. Technical presentations will be made on the sidelines of the session and be limited to a maximum of twelve (12) minutes and will not receive interpretation services. Technical presentations may be delivered in any of the six official languages of the United Nations, but there will be no simultaneous interpretation.

24. Presenters delivering technical presentations must be accredited to the session, but do not have to be among those representatives who will receive links to the interpretation platform to attend the formal meetings with interpretation.

25. Member States and observers of the Committee should communicate to the secretariat their wish to make scientific and technical presentations and under which item the presentation is to be made, in advance of the session, in order to optimize the plan of work of the session; a list of presentations should be made available to all delegations on the first day of the session, in case there are minor amendments to be made to the title, agenda item or presenter of the presentation listed, and that list should be closed by the adjournment of the last plenary meeting of that day; and the secretariat should not allow additional requests for presentations after that day (A/AC.105/1088, para. 257 and A/70/20, para. 357).

Documents

26. The documents for the sixty-fourth session of the Committee, including the Journal, will be posted on the following web page <https://www.unoosa.org/oosa/en/ourwork/copuos/2021/index.html> (case sensitive). Printed documents, with the exception of a limited number of copies of draft report of the Committee for adoption, will not be made available.

Side events

27. Side events will take place in an online format. The schedule of events is available on the web page of the sixty-fourth session of the Committee.

Medical services

28. Medical attention is available from the clinic operated by the Joint Medical Service located at the VIC, building F, seventh floor (extension 22225 and, for emergencies 22222).

Important contacts

	<i>Telephone number</i>	<i>Availability</i>
VIC Medical Service	+43 (1) 2600 22222	Mon–Fri, 8:30–17:30
	+43 6991 652 2222	24/7
Coronavirus Hotline	(0) 1450	24/7
Ambulance Service	144	24/7

Catering services

29. VIC Catering Services continue to provide services, adjusted for the reduction of personnel presence at the VIC: Cafeteria: 7.30 a.m.–3 p.m., C07 Coffee Corner: 8 a.m.–4 p.m. for takeaway. The cafeteria is located in building F, entrance level. The coffee corner is located on the seventh floor of the C building.