

First session of the 2024 CCW Group of Governmental Experts on emerging technologies in the area of Lethal Autonomous Weapons Systems (GGE on LAWS)

**Geneva, 4-8 March 2024
Room XIX**

**Information for participants from States Parties, Signatory States, Observer States,
intergovernmental organizations and non-governmental organizations**

Status date: 8 February 2024

DATE AND VENUE

1. The first session of the 2024 CCW Group of Governmental Experts on emerging technologies in the area of Lethal Autonomous Weapons Systems (GGE on LAWS) will take place on 4-8 March 2024 from 10AM to 1PM and from 3PM to 6PM.
2. The meeting will be held in person, in **Room XIX** at the Palais des Nations ([map](#)), Geneva, Switzerland.
3. The 2024 GGE on LAWS will be chaired by H.E. Mr Robert in den Bosch of the Kingdom of the Netherlands.
4. Meeting documents are available on UNODA Meetings Place: <https://meetings.unoda.org/node/71623/>
5. UN Web TV coverage will be provided for the entire duration of the session. Web TV allows for live streaming in all six official languages of the UN but cannot be used to take the floor to deliver statements. The UN Web TV link will be made available on UNODA Meetings Place (see the above link).

NOTES VERBALES

6. **States** should send, through their Permanent Missions, a note verbale to ccw@un.org, listing the full names and titles of the members of the delegation and clearly indicating the head of the delegation.
7. Kindly note that an electronic copy sent to ccw@un.org is sufficient and that sending the original copy of the note verbale via postal mail is discouraged. **Indico registrations without accompanying Note Verbales will not be considered and approved.**
8. Once the CCW ISU receives a note verbale from a Permanent Mission containing a list of its delegation members, the Secretariat will consider that State to be participating in, and bearing the **costs** of the meeting, in accordance with the United Nations scale of assessment. Non-High Contracting Parties to the CCW will be billed retroactively for the meetings in which they have participated. **It is mandatory for States to send a NV to ccw@un.org. If a State does not send a NV to the CCW ISU, the Indico registrations of its representatives won't be considered.**

9. **International organizations** may participate in the meetings as observer agencies. An official letter should be addressed to the CCW ISU informing of their participation and listing the full names and titles of the members of the delegation.
10. **NGOs and academic institutions** may designate representatives to attend public sessions of the meetings. An official letter with the official letterhead of the organization should be addressed to the CCW ISU requesting participation and listing the full names and titles of the representatives who will attend. A mission statement or summary of work of the organization should also be provided. In addition, NGOs and academic institutions that have not previously attended a CCW meeting should indicate previous interactions between the organization and the United Nations in relation to disarmament and non-proliferation issues.

REGISTRATION

11. Participants already in possession of a long-term UN Geneva security badge can simply use the badge to access the Palais des Nations on the days of the meetings. There is no need for participants with a UN Geneva security badge to register online.
12. Participants not in possession of a long-term UN Geneva security badge must register online at <https://indico.un.org/event/1004362/> by **26 February 2024** by following the steps below:
 - a) Participants who have already registered for a previous meeting at UN Geneva can simply log in to their existing Indico account and register for the first session of the 2024 CCW Group of Governmental Experts on emerging technologies in the area of Lethal Autonomous Weapons Systems (GGE on LAWS).
 - b) Participants registering for the first time will need to create a profile and provide details of their valid Recognized UN Member State Passport or Identity Card and upload a passport-quality photo.
 - c) All participants registering online will need to upload a copy of the note verbale or letter from their delegation. Registration cannot be completed without the required documents.
 - d) When registering, please pay particular attention to the **representation type** (Government, Intergovernmental organizations, Non-governmental organizations, United Nations, etc.). For example, if you represent a Permanent Mission to the UN in Geneva, please select “Government.” Only United Nations staff members should select “United Nations.”
 - e) Once the registration is received, it will be reviewed by UNODA Geneva Branch. When a registration is approved, an automated response is emailed to the registrant, including a Digital Badge in the form of a PDF.
 - f) Once downloaded to a mobile phone or other mobile device, the digital badge will enable faster entry to the Palais des Nations. Nevertheless, participants are still advised to come to the Palais des Nations well in advance to allow enough time for security checks. If you do not possess a mobile device, the Digital Badge can be printed, in colour, to enable access.

13. Those who will follow the proceedings away from the Palais on [UN Web TV](#) should **not** register.

DOCUMENTATION AND SPEECHES

14. **In order to assist the interpreters, statements should be sent to speeches@un.org, copying cce@un.org prior to delivery.** The subject line of the email should clearly indicate the conference room number, date, session (AM/PM) and country/organization delivering the statement. **Kindly also inform the CCW ISU if you would like your statement to be made available on the website of the meeting.**
15. States wishing to submit a **working paper** must send the document to ccw@un.org in **Word format**. States are kindly asked to submit working papers at least one week before the start of the meeting, to allow enough time to format and circulate the document.

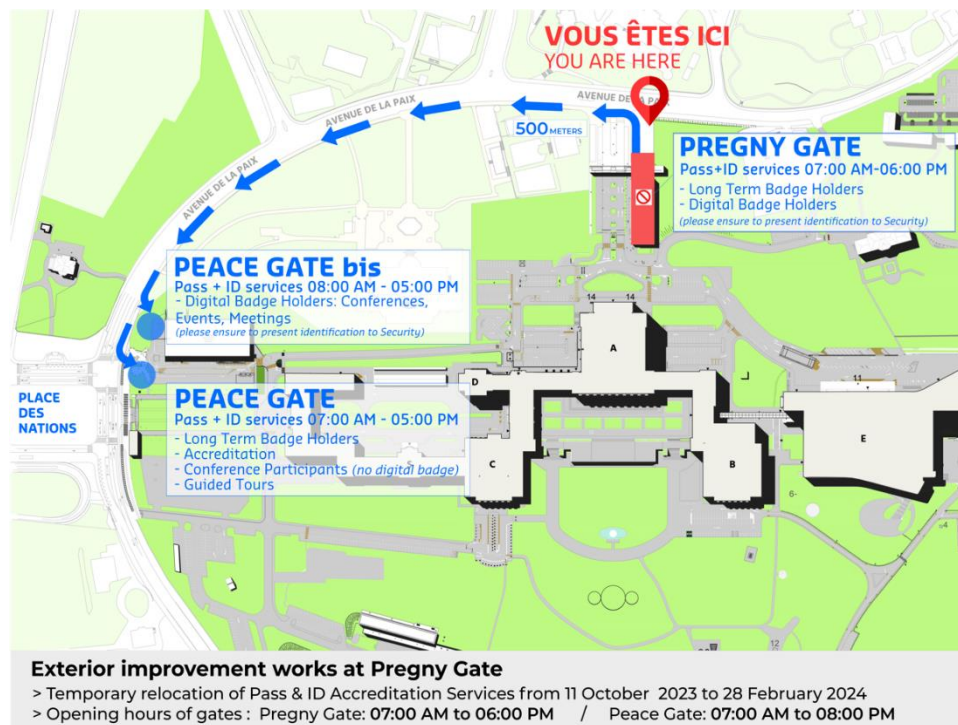
CODE OF CONDUCT AT UN SYSTEM EVENTS

16. The organizations of the United Nations system are committed to enabling events in which everyone can participate in an inclusive, respectful and safe environment. UN system events are guided by the highest ethical and professional standards, and all participants are expected to behave with integrity and respect towards all participants attending or involved with any UN system event.
17. Participants at the meeting are invited to read and familiarize themselves with the [Code of Conduct to prevent harassment, including sexual harassment, at UN system events](#), which is also available on the website of the meetings.

ACCESS TO THE PALAIS DES NATIONS

18. Delegations from States with long-term security badges can use Pregny Gate to access the Palais des Nations.
19. All other conference participants without long-term security badges must go to the Peace Gate Bis which is open from 08:00 until 17:00 Monday to Friday.
20. Participants will be asked to scan their digital badges on the readers at the badging desks and present a piece of valid photo identification. Once verified, the digital badge will be activated, allowing participants to enter the Palais des Nations for the duration stated.
21. Participants who do not have a mobile phone or other mobile device can print their confirmation and bring it to the badging desk at the Peace Gate Bis to have a paper badge issued and printed.
22. **Delegations from States and international organisations** can activate their digital badges at the **Pregny Gate as of 12:00 on 1 March 2024**. Please bring a copy of the delegations' note verbale and the UN Event Pass received after the online registration to facilitate the process.
23. **Observers (NGOs, Academia, International organizations, etc.)** can activate their digital badges in person from **08:00 on 4 March 2024 at the Peace Gate Bis**. A valid

passport or national identification card will have to be produced along with the digital badge. Only representatives who have registered online and whose names have been properly included in the letter described above will be granted a digital badge. Please see the map below for directions.



24. Inside the Palais des Nations, participants may be requested to present their digital badge to a security officer or a conference organizer, who will have a portable device on hand to confirm their access rights.
25. UN Geneva is committed to providing accessible and inclusive services, physical spaces, and information to persons with disabilities. [All information regarding accessibility at the Palais des Nations may be found online](#). **In case a member of your delegation requires special seating arrangements in the conference room, please inform the CCW ISU (ccw@un.org).**

PUBLIC TRANSPORT

26. Many hotels in Geneva provide guests with free public transport passes for the duration of their stay. The Palais des Nations is served by several tram and bus lines: Buses 8, 20, 22, and F serve Pregny Gate (“Appia” stop). Tram 15, as well as buses 5, 8, 11, 20, 22, and serve the Nations stop. The Place des Nations, where the Peace Gate Entrance and the Nations Gate Exit are located, is some 500 meters away from the Pregny Gate. Bus 20 serves “Geneva Gare Cornavin” from the “Nations” and the “Appia” stops at the Pregny Gate and Bus 5 serves the airport from the “Nations” stop. Further information such as itineraries, timetables, fares, etc. can be found on the website of the Transports Publics Genevois (see: www.tpg.ch).

PARKING

27. Delegates wishing to park on the premises should request authorization in advance through their Permanent Mission in Geneva. The UN Security and Safety Service at Pregny Gate will issue the parking authorization at the same time as the delegate's identification badge.

TRAVEL AND VISAS

28. The UNODA Geneva Branch cannot offer financial or logistical support to assist with travel to, accommodation during, or other costs related to attending the meetings. It is the responsibility of States or observers to make arrangements for visas, travel and related costs and compliance with [host country measures for entry](#) into Switzerland. Please see [Administrative Instruction for participants in advisory meetings](#) for more information.

FACILITIES FOR PARTICIPANTS

29. Free Wi-Fi is available in the meeting rooms and generally throughout the Palais des Nations.
30. A coffee shop (Serpentine Bar) can be found behind Room XVIII on the first floor of the E Building. A cafeteria, located in Building A, is open every day during lunch time. A UBS branch is located at Door 40, E Building and SAFI (a small general shop) at Door 1, S Building ([see map](#)).

SECRETARIAT

31. Further enquiries regarding attendance and participation in the meeting should be addressed to the CCW ISU at ccw@un.org.