

Aide-Mémoire

Open-ended working group on reducing space threats through norms, rules, and principles of responsible behaviours

I. DATE AND VENUE

1. The General Assembly, in its resolution [76/231](#) of 24 December 2021, decided to establish an open-ended working group (a) to take stock of the existing international legal and other normative frameworks concerning threats arising from State behaviours with respect to outer space; (b) to consider current and future threats by States to space systems, and actions, activities and omissions that could be considered irresponsible; (c) to make recommendations on possible norms, rules and principles of responsible behaviours relating to threats by States to space systems, including, as appropriate, how they would contribute to the negotiation of legally binding instruments, including on the prevention of an arms race in outer space; (d) to submit a report to the General Assembly at its seventy-eighth session.
2. The fourth session of the open-ended working group (OEWG) on reducing space threats through norms, rules and principles of responsible behaviours will take place from 28 August to 1 September 2023 in Room XVIII at the Palais des Nations ([map](#)), Geneva, Switzerland.
3. The session is scheduled to be held fully in person, with plenary meetings from 10:00 to 13:00 and from 15:00 to 18:00.
4. Information on the OEWG and its official documents is available at <https://meetings.unoda.org/open-ended-working-group-on-reducing-space-threats-2022>.
5. United Nations Web TV coverage will be provided for the duration of the fourth session (public meetings only). 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. UN Web TV is available on <https://media.un.org/en/webtv>.
6. The UNOG Listen-live service, which provides audio live streaming for public meetings from the United Nations Office at Geneva (UNOG) will also be available on <https://listen-live.unog.ch/en/>.
7. Delegations are kindly reminded that conferences at the Palais des Nations end at 18:00, in line with UNOG meeting hours.

II. REGISTRATION

8. Formal credentials are not requested for participating in the work of the OEWG, but delegations should be officially notified to the Secretariat.
9. States should send, through their Permanent Missions, a Note Verbale to oewg-spacethreats@un.org, listing the full names and titles of the head and the members of the delegation.
10. Intergovernmental organizations and other entities having received a standing invitation to participate as observers in the work of the General Assembly, as well as organizations and bodies of the United Nations should send an official letter to oewg-spacethreats@un.org

informing of their participation and listing the full names and titles of the members of the delegation.

11. Other international organizations, commercial actors and civil society will be able to attend the public plenary meetings of the group as observers. An official request letter should be addressed to oewg-spacethreats@un.org requesting participation, indicating an Economic and Social Council (ECOSOC) consultative status, if any, 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. Pursuant to the agreed practice, the Chair will subsequently provide the OEWG with a list of observers and the entities with consultative status with ECOSOC for information and a list of all other relevant organizations and commercial actors for consideration on a no-objection basis at the beginning of the session. Such entities may provide written contributions on matters under consideration by the group, which will be made available at no cost to the Organization.
12. All participants who will be physically present and do not already have a UN grounds pass for the Palais des Nations, must register on the OEWG page on Indico: <https://indico.un.org/event/1002001/>
 - A detailed [user guide](#) on the Indico registration is available for reference. For technical questions, such as the non-receipt of confirmation of the account creation or non-receipt of the QR code, please contact directly support.accreditation@un.org.
 - Participants who already have an Indico account can register directly for the meeting after logging in.
 - Participants who do not yet have an Indico account must first create a new account. An automated message confirming the account creation will be sent to the registrant by the system.
 - Once the account is created, the participant must then register for the OEWG.
 - Once the registration is received, it will be reviewed by the Secretariat (UNODA). When a registration is approved, an automated response will be emailed to the registrant, including an e-ticket/QR code.
13. Those who will only follow the proceedings away from the Palais des Nations on [UN Web TV](#) or [Listen-live](#) should not register in Indico.

III. DOCUMENTATION AND SPEECHES

14. The OEWG is entitled to a limited number of pre-session official documents issued in all six languages of the United Nations.
15. States and intergovernmental organizations, as well as specialized agencies, organs, and bodies of the United Nations, wishing to submit official documents for translation and publication should do so electronically at: oewg-spacethreats@un.org.
16. Other international organizations, commercial actors and civil society organizations attending the proceedings of the OEWG may provide written contributions on matters under consideration by the Group, which will be made available at no cost to the Organization. Such written materials should be submitted electronically at: oewg-spacethreats@un.org and will be issued in the language of submission only.
17. Electronic distribution of documents will be given preference over the circulation of hard copies in the conference room.
18. In order to assist interpretation, statements, when available, should be sent to speeches@un.org, copying oewg-spacethreats@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.

IV. ACCESS TO THE PALAIS DES NATIONS

19. Participants are advised to arrive at the Palais des Nations well in advance to allow enough time to obtain their badges and undergo security checks.
20. Participants can collect their UN grounds passes at the **Pregny Gate** (08:00 to 16:45 each weekday) ([map](#)) with the received QR code and a valid passport from a country recognized by the United Nations or an identity card of a Schengen State.
21. For security reasons, grounds passes must be worn and visible to UN Security staff at all times while visiting the Palais des Nations.

V. PUBLIC TRANSPORT

22. Many hotels in Geneva provide guests with free public transport passes for the duration of their reservations.
23. The Palais des Nations is served by several tram and bus lines: Buses F, 8, 20 and 28 serve Pregny Gate (“Appia” stop) where the Pass and Identification Unit is located. Tram 15, as well as buses 5, 8, 11 and 28 serve the Nations stop where the Nations Gate is located, around 500 meters away from the Pregny Gate. Bus 28 serves “Geneva Cointrin Airport” 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).

VI. PARKING

24. 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.

VII. TRAVEL AND VISAS

25. The Secretariat cannot offer financial or logistical support to assist with travel to, accommodation during, or other costs related to attending the meetings of the OEWG. It is the responsibility of all delegates to make arrangements for visas, travel and related costs in compliance with host country measures for entry into Switzerland.

VIII. FACILITIES FOR PARTICIPANTS

26. Free Wi-Fi is available in the meeting rooms and generally throughout the Palais des Nations.
27. A cafeteria and a coffee shop (Serpent Bar) are available in the E-Building. A UBS branch is located at Door 40, E-Building, and SAFI (duty-free store) at Door 1, S-Building (see map).

IX. SECRETARIAT

28. Further enquiries regarding attendance and participation in the OEWG should be addressed to oewg-spacethreats@un.org.

12 July 2023