

## **Annex 2**

### **Logistical and procedural aspects for the holding of elections for 9 members of the Human Rights Committee – whose term expires on 31 December 2020 – as well as 1 by-election arising from the resignation of a member of this Committee on 31 December 2019**

**United Nations Headquarters, General Assembly Hall,  
17 September, from 10:00 to 13:00 and from 15:00 to 18:00 (should the need arise)**

#### **I. Introduction**

1. This note sets out the logistical and procedural aspects for the election of 9 members of the Human Rights Committee – whose term expires on 31 December 2020 – as well as 1 by-election arising from the resignation of a member of this Committee on 31 December 2019.

2. The election will be held during the plenary meeting of the 38<sup>th</sup> Meeting of States Parties to the International Covenant on Civil and Political Rights (ICCPR) on Thursday 17 September 2020 from 10.00 am to 13.00 pm in the General Assembly Hall at the United Nations Headquarters. If, after the first round of secret balloting, there are still seats remaining to be filled, another meeting will be held in the afternoon of 17 September 2020 from 15.00 p.m. to 18.00 p.m.

#### **II. Arrival time, registration and seating**

##### Arrivals

3. Delegations are reminded to check that their United Nations grounds passes have not expired and, if necessary, send their paperwork to: [unprotocol@un.org](mailto:unprotocol@un.org). No representative will be allowed to access the United Nations Headquarters without a valid UN grounds pass.

4. Delegations are encouraged to arrive in accordance with the staggered arrival time schedule as outlined in Annex 3 to the Note Verbale from OHCHR to which the present note is annexed. Approximately 30 delegates will arrive every 10 minutes starting at 9.00 am. Delegates that miss their allocated arrival slot will be placed at the end of the schedule and let in when possible.

5. Arrival is via the entrance on First Avenue and 45th Street entrance, or if by vehicle, the Secretariat circle. Delegates will queue if required – respecting social distancing of at least six feet – around the Secretariat circle until they can enter at the United Nations building. A movement map in this regard is included as Annex 4.

### **Registration**

6. The Secretariat staff will register participants and support staff to facilitate contact tracing, as needed. Should any attendee become unwell with or be diagnosed with COVID-19 within 14 days of the meeting, they are requested to contact Secretariat medical staff through the confidential address [osh@un.org](mailto:osh@un.org). Contact tracing will take place and testing will be offered to those who have or may have been in contact with the person.

### **Check-in desks**

7. Upon entry into the United Nations building (see Annex 4), United Nations staff will welcome delegations at a check-in desk for registration and with a view to confirm that their delegations have submitted credentials electronically. One representative per delegation will be given a ticket which, together with a valid grounds pass, will give access to the General Assembly Hall.

### **Credentials**

8. Delegations that have not yet done so, are urged to submit their credentials electronically latest by 12.00 pm on 16 September 2020. A scanned copy of the credentials issued by the Head of State or Government, or by the Minister of Foreign Affairs, or other communications (such as letters and notes verbales from the permanent missions) containing the names of its representatives to the 38th Meeting of States Parties is to be submitted through the on-line platform “e-Credentials” which can be accessed through the e-deleGATE portal (<http://delegate.un.int>). In case of difficulty accessing, delegates can send a scanned copy of the credentials to OHCHR by email on [newyork@ohchr.org](mailto:newyork@ohchr.org). Credentials with meeting date other than 17 September that may already have been obtained and/or submitted to the Secretariat, will be considered valid, provided that a note verbale is sent from the permanent mission confirming that the composition of the delegation remains the same for 17 September.

9. In light of the COVID-19 pandemic, States Parties are furthermore kindly requested to bring the original hard copy of the formal credentials to the conference room on the day of the meeting. States Parties are requested not to mail in or hand-deliver formal credentials at this time.

### **Ballot papers pick-up desk**

10. Following registration and checking of credentials, delegations will proceed to the General Assembly Hall and head to the East Documents Counter to collect their ballots. The East Documents Counter is located towards the back of the Hall, adjacent to GA0214, and then to their allocated seating in the General Assembly Hall. A visual illustration is presented in Annex 4.

11. For the first round of balloting, delegations will be provided with a total of two ballots with different colors, one for the regular election and one for the by-election. For subsequent rounds of balloting they will be provided with the requisite number of ballots to fill the remaining seats.

### **Seating chart and maps**

12. Seating will be arranged in alphabetical order of States Parties. Delegates will assume the seat nearest to the nameplate of their country to ensure social distancing. Once seated, representatives are to remain in their seats at all times.

13. Maps for delegations to follow in arriving at and exiting the General Assembly Hall are appended (Annex 4).

### **Access for people with disabilities**

14. Representatives with disabilities who require accessible seating during the Meeting are kindly requested to bring this matter to the attention of the Secretariat ([vasic@un.org](mailto:vasic@un.org)) as soon as possible.

### **Campaign materials**

15. Delegations that have nominated candidates for the elections and who wish to distribute hard-copy campaign material in support of their candidates, can do so by delivering physical copies of such material (one page per copy) to OHCHR no later than 2.00 pm on 15 September 2020 (room S-3151, UN Secretariat building, 31<sup>st</sup> floor). OHCHR will subsequently distribute the materials in the General Assembly Hall ahead of the meeting. Please note that no campaign material can be distributed on the day of election in order to reduce movement of

personnel on the floor of the General Assembly Hall.

### **III. COVID-19 health risk mitigation measures**

16. In order to ensure social distancing, this meeting will be restricted to one representative from each State Party to the ICCPR. This restriction does not apply to delegations who have designated tellers, as these delegates will not be seated at their delegations' desks.

17. By swiping their United Nations issued ID card on entry, all attendees and support staff declare as a condition of their entry that they:

- a. Have completed quarantine if in the last 14 days they have arrived from a country or US state that is considered elevated risk<sup>12</sup>;
- b. Have not been diagnosed with COVID-19 in the last 14 days;
- c. Have not had symptoms consistent with COVID-19 in the last 14 days; and
- d. Have not had close contact with someone with COVID-19 or symptoms consistent with COVID-19 in the last 14 days.

18. All meeting attendees are required to wear a face covering at all times, including, if possible, when addressing the meeting. All UN staff are required to wear face coverings at all times. Gloves are not required.

19. All attendees are kindly requested to maintain social distancing of at least 2 meters at all times, to refrain from physical contact including handshakes and other physical contact during the meetings in recognition of the physical distancing requirements. All attendees should exercise hand sanitizing and contact precautions. Hand-sanitizing stations are available on premises, namely by the entrance to the Secretariat Building. Note that physical distancing is the primary requirement, and the use of a face covering is an additional measure for when this distance is inadvertently breached, not a measure to allow face-to-face discussions.

20. Cleaning is to be done immediately after the adjournment of the morning meeting so that, if a second round of balloting becomes

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<sup>1</sup> <https://www.nc.cdc.gov/travel>

<sup>2</sup> <https://coronavirus.health.ny.gov/covid-19-travel-advisory>

necessary, delegates could come back in to the General Assembly Hall in the afternoon.

21. No food or drink / glassware will be provided or is allowed in the General Assembly Hall.

22. Delegations are kindly asked to bring their own pens, masks and gloves.

#### **IV. Election procedure**

##### **Quorum and required majority**

23. The present note concerns an election in accordance with articles 28–32 of the International Covenant on Civil and Political Rights, of nine members of the Human Rights Committee to replace those whose terms are due to expire on 31 December 2020, and of one member following the resignation of a member on 31 December 2019.

24. Article 30, paragraph 4 provides that “Elections of the members of the Committee shall be held at a meeting of the States Parties to the present Covenant convened by the Secretary General of the United Nations at the Headquarters of the United Nations. At that meeting, for which two thirds of the States Parties to the present Covenant shall constitute a quorum, the persons elected to the Committee shall be those nominees who obtain the largest number of votes and an absolute majority of the votes of the representatives of States Parties present and voting.”

25. Article 31 provides that “The Committee may not include more than one national of the same State. In the election of the Committee, consideration shall be given to equitable geographical distribution of membership and to the representation of the different forms of civilization and of the principal legal systems.”

##### **Casting of ballots**

26. Two ballot boxes (differentiated with colored sign) – one for general election ballots and one for by-election ballots – will be placed at the front right of the General Assembly Hall where tellers will be able to observe the ballot box as well as the casting of ballots.

27. For the casting of ballots, the Chairperson will request each

delegation to proceed to cast their ballot in the English alphabetical order of States Parties. Representative will be requested to maintain distancing of no less than two meters and to proceed to cast their ballot only when the previous representative has completed casting their ballot and until the last representative has cast their ballot.

28. In order to minimize the risks posed by prolonged exposure and crowding, representatives are requested to leave the General Assembly Hall upon the casting of the ballot through the exit on the west side of the Hall.

29. The Chairperson will at the outset inform the Meeting that once the last ballot is cast, the meeting will automatically adjourn. The five tellers and UN staff members will move to the Trusteeship Council Chamber for the counting of votes.

### **Exiting the General Assembly Hall**

30. As indicated above, delegates will exit the General Assembly Hall through the doors located on its west side and depart by taking the escalators on the left side to the ground floor to exit the General Assembly Building from the delegates' entrance. For further reference please see the maps included in Annex 4.

### **Election results**

31. Upon receipt of the results certified by the tellers, the Chairperson shall immediately circulate a letter to all States Parties to inform them of the results of the election and to declare elected those candidates that have received the greatest number of votes and a required majority of the States Parties present and voting.

32. The announcement will also contain information concerning any needed additional balloting. If a second round of balloting is required, it will commence on Thursday, 17 September 2020 at 15.00 pm. The additional round of balloting will follow the same procedure outlined above, *mutatis mutandis*.

33. The results of the election will also be announced by the chairperson through the webcast.

## **V. Meeting services and other arrangements**

### **UN Journal/Webcast**

34. The United Nations Webcast Unit will provide live and on-demand streaming coverage of the election, including the announcement of the results. The coverage will be available on the UN Web TV website (<http://webtv.un.org>). The Journal announcement regarding the elections will include a link to the webcast. Queries about webcast coverage should be directed to the United Nations Webcast Unit (telephone: 212 963 6733; email: [damianou@un.org](mailto:damianou@un.org) and [justin@un.org](mailto:justin@un.org)).

### **Interpretation**

35. Simultaneous interpretation will be provided.

### **E-statements**

36. Delegations wishing to post their statements online should email [eStatements@un.org](mailto:eStatements@un.org) their interventions in both PDF and Word format indicating clearly the name of the meeting, speaker, delegation, agenda item and date.

### **Use of restrooms**

37. Representatives should use only restrooms located in the back of the General Assembly Hall. Representatives waiting their turn outside the restroom should maintain social distancing of no less than two meters at all times.