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For delegations participating in the Twentieth Session of the Commission
on Science and Technology for Development (CSTD)
at the High-level

Opening Session

The Opening Session will start on **Monday 8 May 2017 at 10.00 a.m.** in room XVII of the Palais des Nations with keynote addresses by invited speakers. Ministers and high-level participants will be seated at the table in front of the podium, in view of the High-level Roundtables (see below), which will start immediately after the opening addresses.

Seating Arrangements

Each delegation from member States of the CSTD will have 4 seats, 2 at the table and 2 seats behind. A space will be reserved with free seating for additional participants from member States and for observers from non-member States of the CSTD. Additional space will be reserved for observers from intergovernmental organizations, civil society and business.

High-level Roundtables

Two high-level roundtables will be held on Monday 8 May 2017. The first one on '*Eradicating poverty in all its forms and dimensions through promoting sustainable development, expanding opportunities and addressing related challenges*', will take place in the morning after the opening addresses at 11:00 a.m., and the second one on '*Review of progress made in the implementation of World Summit on the Information Society (WSIS) outcomes*', will be held in the afternoon at 3:00 p.m. Please note that during the roundtables, the ministers will interact with other high-level speakers and participants. In order to allow as much time as possible for interaction, ministers are kindly requested to time their interventions to a maximum of eight minutes.

Registration & Badging

Registration is required for all representatives prior to attending the annual session. This is highly recommended to avoid delays in entry.

Please follow the link to the CSTD 20th annual session:

<http://unctad.org/en/pages/MeetingDetails.aspx?meetingid=1272> and click on the **UNCTAD ONLINE MEETING REGISTRATION** icon.

Guidelines for registering are available in the following link, which can also be found on the tool bar on left side of the registration webpage:

http://unctad.org/meetings/en/SessionalDocuments/iss2016_Indico_Guidelines_en.pdf

IMPORTANT: Please make sure to upload or take a passport size photo of yourself that clearly shows your face and shoulders, as this photo will appear on your badge.

a) Badge for ministers and their entourage

For delegations participating at ministerial level, a photo badge for the Minister and their entourage will be available. These photo badges will be issued by the UNOG Security Identification Unit at Pregny Gate (opposite the ICRC building) in advance and can be retrieved from UNOG Security Identification Unit at Pregny anytime from 8:00 to 17:00 hours during the week of 1-5 May. The members of the delegation must first register online and a list of the delegates must be presented to the Pregny Gate security in order to be able to collect the badges.

b) Access with the normal mission badges

Members of the permanent Missions can enter the UNOG premises and the plenary room with their Mission badges.

Protocol

No special protocol measures shall apply for ministers during the twentieth session of the CSTD. If a delegation is in need of a small meeting room for bilateral meetings, requests should be addressed to the CSTD secretariat (stdev@unctad.org).

Security

The overall level of security will be defined by UNOG Security and Safety Section.