



Journal

GENERAL CONFERENCE

No. 2

Twentieth session

Vienna, 27 November – 1 December 2023

SCHEDULE OF MEETINGS

TUESDAY, 28 November 2023

9–10 a.m.	Thematic event <i>Driving a just hydrogen transition: Key enablers for clean hydrogen uptake and de-risking of investments</i>	Plenary Hall (M-building, 1 st floor) Microsoft Teams
10 a.m.–1 p.m.	3rd plenary meeting	Plenary Hall (M-building, 1 st floor) Interprefy online platform
	10–11.30 a.m. General debate	
	11.30 a.m.–1 p.m. Making gender equality a lived reality in industry	
10.30 a.m.–1 p.m.	Main Committee – 1st Meeting	Board Room A (M-building, 1 st floor) Interprefy online platform
2–3.30 p.m.	Thematic Event <i>Accelerating the green transition: Critical minerals, metals production and a fair future for all</i>	Plenary Hall (M-building, 1 st floor) Microsoft Teams
3.30–6.30 p.m.	4th Plenary meeting	Plenary Hall (M-building, 1 st floor) Interprefy online platform
	3.30–5 p.m. General debate	
	5–6.30 p.m. Industrialization in middle-income countries: A driving force for sustainable development	
3.30–6.30 p.m.	Main Committee – 2nd Meeting	Board Room A (M-building, 1 st floor) Interprefy online platform

For reasons of sustainability, this document has not been printed. Delegates are kindly requested to refer to electronic versions of all documents.

Matters for inclusion in the *Journal* should be sent as far in advance as possible to the *Journal Editor*, email: pmo@unido.org.

For documentation related to the agenda items, please consult GC.20/1/Add.1/Rev.1.

FORECAST OF MEETINGS

WEDNESDAY, 29 November 2023

9.30–10.15 a.m.	Credentials Committee	M7 <i>(M-building, groundfloor)</i>
10 a.m.–1 p.m.	5th plenary meeting General debate	Plenary Hall <i>(M-building, 1st floor)</i> Interprefy online platform
10.30 a.m.– 12.30 p.m.	Main Committee – 3rd meeting	Board Room A <i>(M-building, 1st floor)</i> Interprefy online platform
2–3.30 p.m.	Thematic Event <i>Building resilient supply chains for the energy transition</i>	Plenary Hall <i>(M-building, 1st floor)</i> Microsoft Teams
3.30–6.30 p.m	6th plenary meeting	Plenary Hall <i>(M-building, 1st floor)</i> Interprefy online platform
	3.30–5 p.m. General debate	
	5–6.30 p.m. Industrial policy for a fair globalization: Insights from the Industrial Development Report 2024	
5–6.30 p.m	Main Committee – 4th meeting	Board Room A <i>(M-building, 1st floor)</i> Interprefy online platform

FORECAST OF MEETINGS

THURSDAY, 30 November 2023

10 a.m.–1 p.m.	7th plenary meeting General debate Credentials of representatives to the Conference Appointment of an External Auditor	Plenary Hall <i>(M-building, 1st floor)</i> Interprefy online platform
10 a.m.–1 p.m.	Main Committee – 5th meeting	Board Room A <i>(M-building, 1st floor)</i> Interprefy online platform
2–3.30 p.m.	Thematic Event <i>AIM Global: Inclusive AI – Bridging the digital divide in industry and manufacturing</i>	Plenary Hall <i>(M-building, 1st floor)</i> Microsoft Teams
3.30–6.30 p.m.	8th plenary meeting General Debate <i>(if required)</i>	Plenary Hall <i>(M-building, 1st floor)</i> Interprefy online platform
3.30–6.30 p.m.	Main Committee – 6th meeting <i>(if required)</i>	Board Room A <i>(M-building, 1st floor)</i> Interprefy online platform

FORECAST OF MEETINGS

FRIDAY, 1 December 2023

**10 a.m. – 1
p.m.**

9th plenary meeting

General Debate (*if required*)

Plenary Hall

(*M-building, 1st floor*)

Interprefy online platform

**3.30–6.30
p.m.**

10th plenary meeting

*Consideration and adoption of decisions
and resolutions*

Closure of the session

Plenary Hall

(*M-building, 1st floor*)

Interprefy online platform

SUMMARY OF MEETINGS

MONDAY, 27 November 2023

1st PLENARY MEETING (morning)

Item 1: Opening of the twentieth session

The Conference was opened by H.E. Mr. Mohamed Mezghani (Tunisia), President of the nineteenth session of the General Conference, who made a statement.

The Conference observed a minute of silence, in accordance with rule 71 of the rules of procedure of the Conference.

Item 3: Adoption of the agenda

Having suspended rule 42 of the rules of procedure of the Conference for the day, the Conference adopted the agenda as contained in document GC.20/1.

Item 1: Election of officers

The request to include Palau amongst the Asian States in List A and South Sudan amongst African States in List A of the Lists of States included in Annex I of the Constitution of UNIDO was adopted without objection.

The request to include Antigua and Barbuda amongst GRULAC States in List C of the Lists of States included in Annex I of the Constitution of UNIDO was adopted without objection.

The newly elected President of the twentieth session of the General Conference made an introductory statement.

The following were elected as officers of the current session:

President:	H.E. Ms. Debora Lepre	Italy
Vice-President:	H.E. Mr. Larbi Latroch	Algeria
Vice-President:	H.E. Mr. Ikram Bin Mohammad Ibrahim	Malaysia
Vice-President:	H.E. Ms. Gabriela Sellner	Austria
Vice-President:	H.E. Ms. Mireya del Carmen Muñoz Mera	Ecuador
Vice-President:	Ms. Dóra Kaszás	Hungary
Vice-President:	Mr. Michal Andrukoniš	Poland

The newly elected President of the twentieth session of the General Conference made an introductory statement.

Item 1: Opening of the twentieth session (continued)

With the President in the Chair, statements were made by H.E. Ms. Susanne Kraus-Winkler, State Secretary of the Federal Ministry for Labour and Economy, speaking on behalf of the host country. Mr. António Guterres, Secretary-General of the United Nations, addressed a message to the Conference in writing, read by the President.

Mr. Gerd Müller, Director General of UNIDO, made a statement.

With the President in the Chair, statements were made by H.E. Mr. Abiy Ahmed, Prime Minister of Ethiopia (Special Guest of Honour); H.E. Mr. Dennis Francis, President of the 78th session of the General Assembly; H.E. Ms. Paula Narváez, President of the United Nations Economic and Social Council (ECOSOC); H.E. Ms. Mia Amor Mottley, Prime Minister, Minister for National Security and the Public Service, and Minister for Finance, Economic Affairs and Investment of Barbados; H.E. Mr. Baymyrat Annamammedov, Deputy Prime Minister, Vice-Chair of the Cabinet of Ministers of Turkmenistan; H.E. Mr. Gustav N. Aitaro, Minister of State for Foreign Affairs of Palau; H.E. Mr. Ian Borg, Minister for Foreign and European Affairs and Trade of Malta; H.E. Mr. Nabil Ammar, Minister of Foreign Affairs of Tunisia; H.E. Ms. Ana Maria Choquehuanca, Minister of Production of Peru (Special Guest); Mr. WANG Shouwen, China International Trade Representative and Vice Minister of Commerce of China (Special Guest).

General Debate – Items 7 to 25

With the President in the Chair, statements were made by the representatives of Pakistan (on behalf of Group of 77 and China), Mexico (on behalf of GRULAC), Ghana (on behalf of the African Group), the European Union and its Member States, the Russian Federation, and Japan. Additional statements were made by H.E. Mr. Ryad Mezzour, Minister of Industry and Trade of Morocco and by Mr. Jochen Flasbarth, State Secretary in the Federal Ministry for Economic Cooperation and Development of Germany on behalf of H.E. Ms. Svenja Schultze, Federal Minister of Economic Cooperation and Development of Germany. With the President in the Chair, Israel was accorded the right of reply.

2nd PLENARY MEETING (afternoon)

Thematic Event: UNIDO Industrial Innovation Forum

Opening remarks were made by Mr. Yuko Yasunaga, Deputy to the Director General and Managing Director of the Corporate Services and Operations of UNIDO.

Ms. Gillian Joseph moderated the discussion.

The panellists of the three high-level thematic panels encompassed in this event were: Mr. Isiaka Abdulqadir Imam, Secretary-General, D-8 Organization for Economic Cooperation; Ms. Beverley Postma, Executive Director of Grow Asia; Mr. Gerardo Pataconi, Head of Operations of the International Coffee Organization; Ms. Elfi Klumpp, Head of Partnership Development, Festo Didactic SE; Ms. Mercedes Araoz Fernandez, Professor, Universidad de Pacifico and former Vice President of Peru; Mr. Andrea Illy, Chairman of Illycaffè; Mr. Jochen Flasbarth, State Secretary of the Federal Ministry for Economic Cooperation and Development of Germany; H.E. Mr. Gustav N. Aitaro, Minister of State for Foreign Affairs, Palau; H.E. Mr. Ryad Mezzour, Minister of Industry and Trade of Morocco; H.E. Mr. Kitiona Tausi, Deputy Prime Minister and Minister of Fisheries and Trade, Tuvalu; Mr. Stefan Borgas, Chief Executive Officer of RHI Magnesita.

H.E. Mr. Majid Al Suwaidi, COP28 Director-General, United Arab Emirates and Mr. Rafael Grossi, Director General of the International Atomic Energy Agency delivered video messages.

H.E. Mr. Péter Szijjártó, Minister of Foreign Affairs of Hungary delivered a statement.

The closing remarks were delivered by Mr. Gerd Müller, Director General of UNIDO.

ANNOUNCEMENTS

Format of the session

The twentieth session of the General Conference will take place in a hybrid format involving both in-person and virtual participation.

In-person participation: To access the venue, registered participants in possession of a **VIC grounds pass** will be able to access the venue. All other participants are invited to collect their personalized conference badge from the Security Pass Office at Gate 1.

Conference coverage on the Internet

In line with decision IDB.46/Dec.3 (e), written summary records will not be provided for this session and will continue to be replaced with digital recordings. Sound recordings will be made of the meetings of the Plenary and sessional bodies as appropriate and will be made available in all six official languages on the UNIDO Extranet (<http://extranet.unido.org>).

As the General Conference is an open session, additional participants may follow the plenary meetings on the UNIDO website where the session will be streamed live (<https://www.unido.org/general-conference-20>)

Forum on industrial development issues and side events

The Industrial Innovation Forum, the UNIDO forum on inclusive and sustainable industrial development (ISID), and the launch of the Industrial Development Report 2023 will be held in the plenary and make up this year's forum on industrial development issues. All side events are held in Plenary Hall (VIC, M-building, 1st floor). Complementing the forum on industrial development issues, a number of topical side events will focus on matters related to the mandate of UNIDO and the theme of the Conference. These additional events are designed to allow stakeholders to jointly explore how problems of a global scale can be addressed through innovative cross-border and cross-sectoral solutions.:

Industrial Innovation Forum

The Industrial Innovation Forum will lay the foundations for the discussions throughout the week. The forum will allow its Member States and other partners to engage in a strategic dialogue on key aspects of industrial development with a view to identify solutions to pressing global challenges. The Forum is designed to present to UNIDO's Member States how the new strategic priorities set under Director General Mr. Gerd Müller, guided by his vision of progress by innovation, enable impactful multi-stakeholder partnerships for holistic industrial development and economic transformation. The new priorities of ending hunger, promoting sustainable supply chains and climate action lie at the heart of the multi-stakeholder dialogue of the Forum, since achieving an inclusive and sustainable industrial development, and by extension the Sustainable Development Goals (SDGs), calls for a broader range of resources than any single development partner can individually provide.

Date and time: Monday, 27 November 2023, 3-6pm

Venue: Plenary Hall (VIC, M-building, 1st floor)

Making gender equality a lived reality in industry

The 2030 Agenda includes a gender-specific goal (SDG 5) as well as gender equality and the empowerment of women as a universal principle mainstreamed throughout all the SDGs, including SDG 9 on industry, innovation and infrastructure. Gender equality and the empowerment of women constitutes a high-level priority for the Organization as reflected in its key strategic documents, including the medium-term programme framework, 2022–2025 and the programme and budgets, 2024–2025, mirroring the twin-track approach of gender-specific actions and gender mainstreaming.

Date and time: Tuesday, 28 November 2023, 11.30 a.m.-1 p.m.

Venue: Plenary Hall (VIC, M-building, 1st floor)

Industrialization in middle-income countries: A driving force for sustainable development

Many MICs remain in the “middle-income trap” and face issues of poverty and inequality, access to finance, especially concessional finance, human capacity-building, and limited infrastructure and technology. Recent global shocks have further amplified the vulnerabilities of MICs, constraining their progress towards sustained

development. Over the past 50 years, MICs have become the source of almost 50 per cent of global industrial production. However, to further their structural transformation and sustainable development agendas, MICs also need support in moving forward with the green transition. According to the World Bank country classification by income level, 105 UNIDO Member States are MICs. They constitute the largest grouping of countries the Organization assists to accelerate sustainable industrial development.

The session will build on the outcomes of a side event jointly organized by UNIDO and the Like-Minded Group for Middle-Income Countries on the occasion of the in-depth review of SDG 9 during the 2023 high-level political forum on sustainable development, held in New York. It will also build on the momentum of the recent global discussions on development cooperation with MICs held at the SDG Summit, as well as the Eighth Ministerial Meeting of the Like-Minded Group for Middle-Income Countries held on the margins of the seventy-eighth session of the United Nations General Assembly.

Date and time: Tuesday, 28 November 2023, 5-6.30 p.m.

Venue: Plenary Hall (VIC, M-building, 1st floor)

Industrial policy for a fair globalization: Insights from the Industrial Development Report 2024

The Industrial Development Report (IDR) is a bi-annual flagship publication and the major research output of UNIDO. The report covers the latest developments and trends in the area of industrial development in a global context, while each issue also focuses on different relevant aspects of industrial development.

The IDR 2024 addresses the theme of “Turning Challenges into Sustainable Solutions - The New Era of Industrial Policy”. Increasing global awareness on industry’s fundamental role in tackling key challenges of our time goes hand in hand with a strong resurgence of industrial policy. A resurgence that is primarily driven by the most industrialized countries of the world, which are taking the lead in the implementation of ambitious industrial policy packages and strategies to tackle development challenges. To achieve fair globalization, developing countries should match these efforts to avoid being sidelined in the global industrial landscape, deepening an already alarming global divide. Solidarity and political will are needed to make fair globalization happen.

The IDR 2024 assesses the progress made so far by different developing regions in the achievement of selected SDGs and highlights the role that industry can play in supporting this process. The report also portrays the current industrial policy landscape of each region and identifies areas of opportunity for future industrial policy actions to further accelerate progress. Through this comprehensive approach, the report provides valuable insights and actionable recommendations to catalyse progress toward the SDGs and to harness the transformative power of industrial development in shaping inclusive, resilient and sustainable societies.

During the event, the main findings and messages of the report will be presented and discussed with a panel of prominent global experts and regional leaders. This discussion is expected to contribute to international efforts to accelerate the achievement of the SDGs by advocating for SDG-driven industrial policies.

Date and time: Wednesday, 29 November 2023, 5-6.30 p.m.

Venue: Plenary Hall (VIC, M-building, 1st floor)

Other thematic events

Driving a just hydrogen transition: Key enablers for clean hydrogen uptake and de-risking of investments

Clean hydrogen is being promoted as the fuel of the future for being clean, storable and portable. While it can serve as a clean energy carrier and storage option for renewable energy, clean hydrogen also has the potential to substitute fossil fuel to decarbonize hard-to-abate economic activities and creates unique opportunities for a net-zero industrial development for developing countries that have abundant renewable power potential. Achieving the 1.5°C scenario will require reaching 518 million tons of clean hydrogen production and usage annually by 2050. A ramp-up in the deployment of financing and technical assistance across the clean hydrogen supply chain is needed for developing countries to attain the full potential of socio-economic and sustainable industrial development.

UNIDO’s Global Programme for Hydrogen in Industry supports developing countries and transition economies to fully benefit from the new opportunities that clean hydrogen can contribute to net-zero industrial development and local value addition. It paves the way for job creation, skills upgrading and investment mobilization, and helps drive the development of a diversified and knowledge-based economy.

Date and time: Tuesday, 28 November 2023, 9-10 a.m.

Venue: Plenary Hall (VIC, M-building, 1st floor)

Climate Action: Accelerating the green transition: Critical minerals, metals production and a fair future for all

Climate action and the transition to a net-zero economy will be metal-intensive: the production of minerals such as cobalt, graphite and lithium could increase by 500 per cent by 2050 in response to a growing demand for clean energy technologies. Ensuring responsible metal and mineral supply chains is a major priority in the international agenda and UNIDO has the technical expertise to assume a thought leadership and convening role.

During a Ministerial Roundtable at the second edition of the Future Minerals Forum in 2023, a key initiative for critical mineral and mining organized by the Ministry of Industry and Mineral Resources of Saudi Arabia, the Director General of UNIDO called for the establishment of a Global Alliance for Responsible Minerals. By forging such a multi-stakeholder global alliance, UNIDO would contribute to the advancement of responsible mining for the green transition and a fair future for all.

Responsible mining is aligned with the core objectives of integration and scale-up of UNIDO's medium-term programme framework, 2022–2025. It combines two interconnected focus areas: a) climate-neutral industry and circular economy, and b) digital transformation and innovation. Minerals are the critical resource required for green transition and digitalization. On the production side, minerals are the key inputs. With regard to technology adoption, minerals are essential for the production and procurement of chips required for the deployment of technologies.

Date and time: Tuesday, 28 November 2023, 2-3.30 p.m.

Venue: Plenary Hall (VIC, M-building, 1st floor)

Building resilient supply chains for the energy transition

Promoting green industrialization and establishing sustainable value chains for low-carbon technologies is pivotal in the effort to decarbonize the energy and transportation sectors to advance towards the global net-zero target. The adoption of technologies like solar and storage batteries has surged over the last decade, yet supply chains for these technologies remain largely concentrated in a handful of countries. This dependency is particularly pronounced among lower-middle-income countries and will present a bottleneck to accelerate energy transition.

The participation of developing countries in global supply chains remains relatively limited. For instance, in the solar industry, the International Solar Alliance noted that solar manufacturing in the middle- and low-income countries remains limited and is primarily concentrated in South-East Asia. Data from the Global Wind Energy Council also reveals analogous trends in other critical value chains, such as wind and battery manufacturing, with China and the United States of America leading the production capacities, followed by the European Union member countries, Japan and the Republic of Korea.

Date and time: Wednesday, 29 November 2023, 2-3.30 p.m.

Venue: Plenary Hall (VIC, M-building, 1st floor)

AIM Global: Inclusive AI – Bridging the digital divide in industry and manufacturing

UNIDO's Global Alliance on Artificial Intelligence for Industry and Manufacturing (AIM Global) was launched on 6 July 2023 at the World Artificial Intelligence Conference held in Shanghai, China. This pioneering initiative aims to foster the responsible, sustainable and inclusive application of artificial intelligence (AI) in the industrial sector, in accordance with the United Nations Secretary-General's call to establish a Global Digital Compact that upholds shared principles for an open, free and secured digital future for all. AIM Global is a strategic initiative emphasizing the need for collaborative action towards responsible deployment of AI in addressing global challenges, making it a cornerstone to achieve inclusive and sustainable industrial growth in an era of fair globalization.

Date and time: Thursday, 30 November 2023, 2-3.30 p.m.

Venue: Plenary Hall (VIC, M-building, 1st floor)

Events organized by member states

UCM and Their Negative Impact on Socio-Economic Development (Russian Federation)

Date and time: Monday, 27 November 2023, 1.15-14.45 p.m.

Venue: M6

Partnership between Pakistan, the European Union and UNIDO for ISID (Pakistan)

Date and time: Tuesday, 28 November 2023, 9-10 a.m.

Venue: Press Room

Opening of the pavilion of Saudi Arabia

Date and time: Tuesday, 28 November 2023, 11 a.m.

Venue: M-building, ground floor (next to the main entrance)

Accelerating 2030 SDGs through Jointly Global Development (China)

Date and time: Tuesday, 28 November 2023, 1-3 p.m.

Venue: BR-A

INFORMATION FOR PARTICIPANTS

Journal

1. The Journal of the Conference will be issued daily and made available online on the website (www.unido.org/gc/20). It will contain such information as the schedule of meetings for the day, a brief summary of the Plenary and Main Committee meetings held on the previous day, a forecast of meetings for the following day and various announcements. Communications for inclusion in the Journal should be sent to pmo@unido.org.

Secretariat

2. The Executive Secretary of the twentieth session of the General Conference is Mr. Kai Bethke, Director, Division of Policymaking Organs. The Executive Secretary can be contacted by telephone +43 (1) 26026-5232, by email to pmo@unido.org or by writing to the following address:

Executive Secretary of the Conference
Division of Policymaking Organs
UNIDO
Vienna International Centre
P.O. Box 300
A-1400 Vienna
Austria

Registration

3. Registered participants in possession of a VIC grounds pass will be able to access the venue. All other participants are invited to collect their personalized conference badge from the Security Pass Office located at Gate 1 of the VIC. The registration desk will be open on Friday, 24 November 2023, from 8 a.m. to 4 p.m.; on Sunday, 26 November 2023, from 1 to 4 p.m.; from Monday, 27 to Thursday, 30 November 2023, from 8 a.m. to 4 p.m.; as well as on Friday, 1 December 2023, from 8 a.m. until the end of the session or 4 p.m., whichever is earlier. If delegations wish to dispatch a person other than the conference access card holders to collect the conference access cards, a note verbale should be sent to pmo-registration@unido.org. The note verbale/letter should indicate the names, functional titles, email addresses and type of participation (in-person or virtual) of all members of the delegation. A copy of the note verbale/official letter shall be uploaded by each participant to the INDICO registration page as well. To facilitate registration procedures and to issue conference access cards, the notes verbales and letters are to be sent as an attachment to an email exclusively to pmo-registration@unido.org.

Credentials

4. Representatives who have been unable to submit their original credentials before the opening of the Conference are requested to deposit them at the registration desk on the first day of the Conference.

Conference access cards

5. Each participant will require a conference access card with a photograph for entry into the VIC premises during the session. Conference access cards will be issued to those accredited participants who are not already in possession of a valid VIC access card. Access cards must be worn visibly at all times in the conference areas and VIC premises.

6. The loss of an access card must be reported immediately to the United Nations Security and Safety Service, who will issue a duplicate card.

List of participants

7. A provisional list of participants will be available on the first days of the Conference, to be revised at a later date. Governments and organizations are requested to supply the names and titles of the members of their delegations in good time before the Conference.

8. Delegations are also requested to notify, in writing, the staff at the registration area, or the Secretariat of the Conference of any subsequent changes in the information in the provisional list of participants, so that records for the final list of participants may be kept up to date and accurate.

Conference rooms available

9. Within the limits of space and services available, every effort will be made to accommodate bilateral talks or groups of delegations wishing to meet. Requests for rooms to conduct such meetings should be made to the Conference Management Service of UNOV via email: unov.conference@un.org

Seating arrangements

10. Delegations will be seated in English alphabetical order. The name of Kazakhstan was drawn by lot and the delegation of this Member State will therefore sit at the extreme right of the front row in the Plenary Hall, as seen from the podium.

11. Each Government delegation from all UNIDO Member States will be assigned a total of four (4) seats, with two (2) at the table and two (2) in the row behind. Specifically identified seating will be available for other participants in the session of the Conference. Other representations (observers, non-Member States of UNIDO but members of the United Nations, United Nations entities, intergovernmental organizations, and

non-governmental organizations) will be allocated one (1) seat at the table and one (1) in the row behind.

12. Participants are reminded that mobile telephones should be either switched off or switched to “silent” mode during all proceedings.

Simultaneous interpretation

13. In the proceedings of the plenary and the Main Committee, interventions made in any of the official languages (Arabic, Chinese, English, French, Russian, Spanish) will be interpreted into the other official languages.

14. A participant may speak in a language other than the official languages. In this case, however, the speaker must inform the Division for Policymaking Organs in advance and provide for interpretation into one of the official languages. Interpretation into the other official languages will then be provided by the Secretariat’s official interpreters.

15. Each seat in the conference halls for which simultaneous interpretation is available will be provided with a receiving set and headphones. Participants are requested not to remove that equipment from the meeting rooms so that it may be checked periodically, and the batteries may be recharged if necessary. Participants attending virtually on the Interprefy platform will be able to select, among the six official languages of UNIDO (Arabic, Chinese, English, French, Russian and Spanish), the language in which they would like to follow the proceedings

Speakers in the general debate

16. The list of speakers for the Plenary meetings was opened on 6 November 2023. As of Monday, 27 November 2023, once the Conference has started, delegates attending the session in person wishing to speak in the Plenary and who have not already signed up to the list of speakers, are requested to notify the Secretariat on site or by email to listofspeakers@unido.org of their intention to be inscribed on the list of speakers. By lifting their nameplate, delegates attending in person signify their intention to take the floor immediately for an urgent intervention. The list of speakers will be made available through this [link](#) at the start of the Conference and will be updated in real time. Alternatively, the list can be accessed scanning the following QR code:



17. As of Monday, 27 November 2023, delegates connecting virtually wishing to speak during the plenary, and who have not already signed up to the list of speakers, can be accommodated by sending a message directly in the “Event Chat” on the Interprefy online platform specifying the name of the speaker as well as the title, function, and country they are representing. When requesting the floor, delegates are requested to specify either:

To register in the list of speakers: **“Please add [country/organization] to the list of speakers”**, or
For urgent interventions: **“[COUNTRY/ORGANIZATION] requests the floor”**.

When given the floor by the President or Vice-President, speakers intervening virtually are asked to use the “raise hand” function in order for the technicians to enable their stream.

18. Delegates are urged to keep the duration of their statements in the general debate to a maximum of 5 minutes for national statements, and to 10 minutes for statements of regional groups.

19. Time for short statements of representatives of the United Nations, its agencies, intergovernmental and non-governmental organizations may be accommodated, to the extent possible, after the statements of the delegations within the time frame allotted for the general debate.

Prepared statements

20. To facilitate the work of the interpreters and press officers, speakers are requested to submit in advance and as early as possible a copy of their statements to listofspeakers@unido.org and to unov.conference@unido.org or to the Secretariat in the Plenary Hall.

Sound recordings

21. Sound recordings will be made of the meetings of the Plenary and sessional bodies as appropriate and will be made available in all six official languages on the UNIDO Extranet (<http://extranet.unido.org>).

Documents distribution

22. Official documents of the Conference will be made available in Arabic, Chinese, English, French, Russian and Spanish on the UNIDO website (www.unido.org/gc/20) as well as on the UNIDO Extranet (<http://extranet.unido.org>). Pre-session documents are also published on the UNIDO website (www.unido.org/gc/20). As part of the Secretariat’s efforts to reduce expenditure and support endeavours to limit environmental impact through the digitization of conference materials and publications, documents are only issued electronically. During the Conference, in-

session documents (except for the conference room papers) may be collected from the Documents Distribution Counter (outside the Plenary Hall, first floor, M-building) where each delegation will have a pigeonhole. The Documents Distribution Counter will be open each day of the session from 8.30 a.m. and will close half an hour after the end of the last meeting of the day.

23. Delegations are reminded that the pigeonholes are to be used exclusively for the distribution of official documents of the Conference and may not be used for the circulation of any other papers or documents. Requests for distribution of official invitations or material other than legislative documents through the Documents Distribution Counter must be submitted to the Executive Secretary.

Submission of draft decisions or resolutions

24. The deadline set by the informal consultations for the submission of draft decisions and resolutions has expired. The General Committee will take a decision in relation to any additional texts at its first meeting.

Summary records

25. In line with decision IDB.46/Dec.3 (e), written summary records will not be provided for this session and will continue to be replaced with digital recordings. Sound recordings will be made of the meetings of the Plenary and sessional bodies as appropriate and will be made available in all six official languages on the UNIDO Extranet (<http://extranet.unido.org>).

Media

26. Representatives of the media – print media, photo, radio, television and film, news agencies and online media – who fully meet United Nations media accreditation requirements can be registered. Please send an email to: csi@unido.org with a copy to e.salguero-gomez@unido.org.

Commissary

27. In accordance with the Commissary Agreement between UNIDO and the Republic of Austria, only heads of delegations of Member States to meetings of or convened by UNIDO, Austrian nationals and stateless persons resident in Austria excluded, are entitled to commissary access cards for the duration of the session. If a head of delegation leaves before the end of the Conference, they should designate a new head of delegation.

28. The VIC Commissary is located in the F-building, floor -1. The Commissary is open Monday to Friday from 12 noon to 7 p.m. Access to the Commissary is limited to holders of an access card validated for Commissary access.

29. Any questions in connection with the issuing of commissary access cards should be directed to the registration desk.

Postal services

30. A post office, on the first floor of the C-building, provides all regular postal services, express mail service and some banking services, Monday through Friday from 9 to 11.15 a.m. and 12 noon to 5 p.m. Other services include express money transfers with Western Union, sale of prepaid telephone cards useable at public telephone booths and some hotel room telephones, packing material (boxes and envelopes), souvenirs from the United Nations Postal Administration, etc.

31. Telephone cards may be purchased at post offices and other locations such as newsagents or tobacco shops (Tabak-Trafik) throughout Vienna.

Banking services

32. An Austrian bank (Bank Austria) with multilingual staff offers full banking services at the VIC on the first floor of building C. The bank is open Monday, Tuesday, Wednesday and Friday from 9 a.m. to 3 p.m. and Thursday from 9 a.m. to 5.30 p.m.

International ATM machines are available on the first floor of building C (C0113), and the ground floor of building D (DOE71).

Some banking services are also provided from 9 to 11.15 a.m. and from 12 noon to 5 p.m. by the post office on the first floor of the C-building.

Language, currency and credit cards

33. The official language of Austria is German.

34. The currency unit is the euro. The euro is subdivided into cents (100 cents = 1 euro). Most hotels and many restaurants and shops accept internationally recognized credit cards.

35. Bank notes and travellers' cheques may be brought into Austria without restriction; however, as not all currencies are in equal demand, some might not be easily convertible. Departing visitors may take with them any foreign and local currency and securities that they brought into the country. It is recommended that visitors keep receipts for major currency exchange transactions in case they need to exchange currency again before leaving the country.

VIC entry for official cars

36. Registered cars of Permanent Missions will be able to park in the VIC garage as usual. Parking facilities for non-registered cars are not available at the VIC.

37. Taxis are not permitted to access the premises of the VIC. Participants arriving at the VIC by taxi are advised to be dropped off in the side lane of Wagramer

Strasse, to walk up the stairs or ramp to enter through Gate 1 at the VIC and to walk across the plaza to the entrance of the M-building.

38. Participants without access to authorized cars are advised to use the excellent public transportation system, as the VIC is located directly next to the underground station “Kaisermühlen — Vienna International Centre” on the U1 line. Participants arriving at the VIC by underground transport (U-Bahn) should take line U-1 and get off at the station “Kaisermühlen-Vienna International Centre” and follow the signs to the VIC. A variety of public transport tickets are available. Tickets may be purchased at machines in every U-Bahn station throughout Vienna.

Medical services

39. For medical emergencies, call 22222. Medical attention is available in the clinics operated by the Joint Medical Service on the seventh floor of the F-building (telephone number +43 (1) 2600, extension 22223). For emergencies, the clinics are open anytime during regular office hours (at other times, please apply to the Security Duty Room (F0E21, number +43 (1) 26060, extension 99 or 3903)).

40. A pharmacy located next to the clinics (room F0707) is open on weekdays from 10 a.m. to 5 p.m. (extension 21599).

Security advice

41. Participants are advised not to leave briefcases and other personal items unattended. *Suspicious objects should be reported to security immediately.*

Lost and found

42. During the Conference, a lost and found office will operate on the ground floor of the F-building, room F0E18.

Catering services

43. The M-building catering services are as follows:

Coffee corner on ground floor:
Monday-Friday, 9 a.m.-4 p.m.
Coffee corner on first floor:
Monday-Friday, 9 a.m.-4 p.m.
Coffee corner on second floor:
Monday-Friday, 9 a.m.-4 p.m.

44. In addition to facilities in the M-building, catering services located in the F-building on the entrance level will be in operation with opening hours as follows:

VIC Cafeteria:
Monday-Friday,
Breakfast Time 08.00-10:00 a.m.
Lunch Time 11:30 a.m.-2:30p.m.

VIC Cafeteria Coffee Corner:
Monday-Friday 7.30 a.m.-3 p.m.

VIC Restaurant:
Monday-Friday, 12.00 p.m.-3 p.m.
(kitchen closes at 2.30 p.m.)
(for table reservations, go to
eurest.at/reservation)

VIC Cocktail lounge:
Wednesday & Thursday, 3.30 p.m.-8 p.m.
Friday, 3.30 p.m.-9 p.m.

45. Luncheons in private dining rooms and receptions can be arranged through the VIC catering provider EUREST, telephone +43 (1) 26060-4875 or via email: CateringVIC@eurest.at.

Smoking

46. Smoking is not permitted in the VIC except in specially designated areas. Smoking is not permitted in conference and meeting rooms.

Cellular telephones and computers

47. Delegates are invited to keep their cellular telephones switched to the silent mode inside conference rooms, as they cause radio frequency interferences in the sound system, adversely affecting the quality of interpretation and recordings of proceedings.

Cloakroom

48. Delegates are kindly requested to leave their coats in the cloakroom on the ground floor of the M-building.

UNIDO telephone number

49. Telephone number — (00 43 1) 26026 0.

Advisory for participants when outside the VIC

50. Participants should exercise caution at all times, particularly when visiting areas outside the VIC. Due to an increasing number of criminal incidents, participants are especially reminded of the need to be aware of their surroundings. In particular, if approached by strangers claiming to be police officers, it is recommended that participants request to see the individual’s official identification card and police badge.

For further information refer to document GC.20/INF/1 “Advance information for participants”.