

**Arrangements for the High-Level Signature Ceremony for the  
Treaty on the Prohibition of Nuclear Weapons  
Convened by the UN Secretary-General**

United Nations Headquarters, 20 September 2017

**Information note for delegations**

**I. Introduction**

1. As depositary of the Treaty on the Prohibition of Nuclear Weapons adopted on 7 July 2017, the Secretary-General is convening a signing ceremony for the Treaty on the occasion of its opening for signature on 20 September 2017.
2. The Treaty on the Prohibition of Nuclear Weapons represents an important step and contribution towards the common aspiration of a world without nuclear weapons. The Treaty reflects growing concerns over the risk posed by the continued existence of nuclear weapons as well as awareness of the catastrophic humanitarian consequences that would result if nuclear weapons were ever used again. It is the result of a global campaign focused on the unacceptability of the use of nuclear weapons under any circumstances and the hope that the Treaty's adoption will give renewed momentum to nuclear disarmament.
3. Consequently, the signing ceremony will be an important symbolic opportunity to build on the political momentum created by the adoption of the Treaty on the Prohibition of Nuclear Weapons.

**II. Schedule, sessions, and documentation**

4. The event will be held according to the following schedule:

Time	Programme
8.00 a.m. – 8.20 a.m.	Opening Ceremony (Trusteeship Council Chamber)
8.20 a.m. – 10.30 a.m.	Signing Ceremony (Trusteeship Council Chamber)

*Opening ceremony*

5. The opening ceremony will be held in the Trusteeship Council Chamber. The opening ceremony will be presided over by the Secretary-General, as depositary of the Treaty. Other speakers will be the President of the General Assembly, the President of the International Committee of the Red Cross, a representative of negotiating States and a civil society representative. Speakers will be seated at the dais. Reserved seating for participants will be designated with nameplates.

### *Signing ceremony*

6. The Signing Ceremony will begin at 8.20am in the Trusteeship Council Chamber immediately following the Opening Ceremony.
7. At the beginning of the ceremony, all delegations will be seated at their assigned seats. A table will be situated at the front of the Chamber where the original of the Treaty on the Prohibition of Nuclear Weapons will be placed. The Legal Counsel will officiate the ceremony, with the assistance of the Chief of the Treaty Section.
8. Before being called to sign, representatives will be escorted from their seats to a reserved section of the Trusteeship Council Chamber. The announcer will call representatives to sign, and they will be escorted from the reserved section to the table at the front of the Trusteeship Council Chamber.
9. The Legal Counsel will invite the representatives to sit down and present them with the signature page for their country, inviting them to affix their signature, as well as the date (September 20th, 2017). There is a separate page for the signature of each State, with the name of the State appearing in all six official languages of the United Nations.
10. For those States that will also deposit their instrument of ratification or acceptance, representatives should come to the stage with the original of the instrument. They will first be invited to sign the Treaty, and thereafter will stand up and hand the instrument of ratification or acceptance to the Legal Counsel.
11. Once States have signed, representatives will be congratulated by the Secretary-General or his representative at the signing table and they will be escorted back to their seats. This would conclude the representatives' participation in the signature ceremony.
12. Only the representative who will sign the Treaty will be invited to the signing table. No other members of the delegation will accompany the signatory to the signing table.
13. Representatives will be called to sign in a continuous flow, throughout the event.
14. States are requested to send to the Treaty Section of the Office of Legal Affairs by close of business on Wednesday 13 September a letter or note verbale indicating that they intend to sign the Treaty on the Prohibition of Nuclear Weapons during the Signing Ceremony, as well as the name and title of the representative who will sign the Treaty on their behalf. When needed, this communication should be accompanied by the signed instrument of full powers authorizing the representative to sign the Treaty.
15. It is recalled that, under established international practice, only Heads of State, Heads of Government and Ministers for Foreign Affairs are empowered, by virtue of their functions, to sign the Treaty on behalf of their State without having to produce full powers. Any other

representatives wishing to sign the Treaty must be in possession of appropriate full powers signed by one of these three authorities.

16. States intending to deposit instruments of ratification at the Ceremony shall also inform the Treaty Section in writing, as soon as possible, and well in advance of 20 September, providing signed advance copies of the ratification instruments for legal review.

17. For further information please contact Ms. Dina Hamdy (e-mail [hamdyd@un.org](mailto:hamdyd@un.org)); or Ms. Hada Guevara (e-mail [guevarah@un.org](mailto:guevarah@un.org); tel. +1 212-963-5047; fax +1 212-963-3693).

### **III. Protocol registration and access arrangements**

18. Registration of official delegations and members of the parties of Heads of State and Government, Vice-Presidents and Crown Princes/Princesses will be carried out by the Protocol and Liaison Service, following the regular registration process by using the online system “eAccreditation” available through the eDelegate Portal at <https://delegate.un.int>.

19. Access to the Trusteeship Council Chamber will be restricted throughout the day of 20 September and will require a regular delegate’s pass plus a secondary access card specific to the signing ceremony. Because of space restrictions in the Trusteeship Council Chamber, Missions will be issued two secondary access cards for access to the Trusteeship Council Chamber. Access cards are transferable strictly among members of a delegation.

20. The above secondary access cards will be distributed by the Office for Disarmament Affairs on Thursday 14 September and Friday 15 September between 9.00 a.m. and 5.00 p.m. in Room S-3162. Delegations are requested to inform the Office for Disarmament Affairs in advance that they intend to pick up their secondary passes via the email address [tan1@un.org](mailto:tan1@un.org) copied [andaya@un.org](mailto:andaya@un.org).

### **V. Security arrangements**

#### *General considerations*

21. The Headquarters complex will be closed to the public from 5.30 p.m. on Friday, 15 September 2017, until close of business on Friday, 29 September 2017. During this time, guided tours will be suspended.

22. Access to the United Nations complex during the high-level meetings will be restricted to delegates and their staff; staff members of the United Nations Secretariat and of the funds, programmes and agencies of the United Nations system; accredited media; and affiliates who are issued a United Nations grounds pass.

23. Members of civil society and non-governmental organizations who are invited to attend the high-level meetings or other events will be required to be in possession of government-

issued identification and a special event ticket (with a specific meeting, date and time) at all times. The issuance of special event tickets is the responsibility of the United Nations sponsoring office and/or permanent mission. Non-United Nations guests will require a sponsoring office or delegation staff member escort from the access point on Second Avenue and 46th Street to the meeting or event location.

24. For all government delegations (Member States or observers), grounds passes will be issued at the office of the Pass and Identification Unit, on 320 E. 45th Street. For grounds passes for national security officers accompanying Heads of State or Government, contact Captain Paula Goncalves, Special Services Unit (telephone: 212 963 7531).

25. It should be noted that access to the United Nations will be denied to anyone who is not in the above-listed categories and who is not in possession of a valid grounds pass or special event ticket. To avoid last-minute difficulties, all Governments are requested to ensure the proper accreditation of their delegations.

26. Questions or concerns should be directed to Michael Browne, Chief of Security, United Nations Headquarters, Security and Safety Service, by contacting the Security Event Planning Unit (Captain Malinda McCormack, telephone: 212 963 7028), or through Inspector Matthew Sullivan, Inspector in Charge of Operations (telephone: 212 963 4601).

#### *Access to the United Nations Headquarters complex*

27. The opening hours of the pedestrian entrances are as follows:

42nd Street and First Avenue: Open 24 hours

46th Street and First Avenue: 7 a.m. to close of business

47th Street and First Avenue: 6 a.m. to close of business (media exclusive entrance)

28. Please be aware that all packages brought onto the premises by all categories of persons, including delegates and staff, will be subject to security inspection.

29. Prior arrangements are required to be made through notification to the Security Operations Centre at extension 3-6666 for after-hours access to the premises by the press and affiliates.

#### *No pedestrian access through the delegates' entrance*

30. During the seventy-second session, the delegates' pedestrian entrance gate, located at 45th Street and First Avenue, will be closed owing to motorcade activity. Therefore, the gate positioned to the south of the 46th Street and First Avenue entrance will be reserved for the use of high-level VIPs, delegations issued Protocol grounds passes, permanent representatives to the United Nations, heads of delegation and senior United Nations staff

who are in possession of gold-coloured grounds passes, in order to access the delegates' entrance.

*Pass and identification office: issuance of grounds passes*

31. In preparation for the seventy-second session of the General Assembly, the Pass and Identification Unit, located on the ground floor of the FF Building at 320 E. 45th Street, will be open to staff members and members of delegations.

32. Annual and temporary non-governmental organization passes will not be issued from 5 September 2017 until the end of the general debate. Any non-governmental organization invited to attend meetings or events during the high-level period will be issued special event tickets by the sponsoring United Nations office or Member State.

33. The days and hours of operation of the office will be as follows:

Saturday and Sunday, 9 and 10 September	9 a.m. to 5 p.m.
Monday to Thursday, 11 to 14 September	8.30 a.m. to 4 p.m.
Friday, 15 September	8.30 a.m. to 6 p.m.
Saturday and Sunday, 16 and 17 September	10 a.m. to 6 p.m.
Monday to Friday, 18 to 22 September	8 a.m. to 6 p.m.
Saturday and Sunday, 23 and 24 September	Closed
Monday, 25 September	8.30 a.m. to 4 p.m.

*Access to restricted areas*

34. In accordance with the established procedures, it should be noted that the second floor of the General Assembly Building is reserved for members of delegations and staff who are conducting official business. In all cases, valid United Nations grounds passes will be required. Owing to the space constraints on the second floor of the General Assembly Building, members of delegations are requested not to congregate within that area and instead to utilize the second floor of the Conference Building.

35. Members of non-governmental organizations are not allowed access to the restricted areas; their access to meetings at Headquarters will be honoured upon verification of a valid special event ticket issued for the current day's meeting(s).

*Escorted motorcade drop-off*

36. Escorted motorcades will be authorized to enter United Nations premises at the 43rd Street and First Avenue vehicular entrance and drop off their passengers at the delegates' arrival tent. Thereafter, they will be required to exit the premises through the 45th Street and

First Avenue gate. All escorted motorcade movements on the premises will be established by the Security and Safety Service and coordinated in conjunction with the host country.

#### *Unescorted motorcade drop-off*

37. Unescorted vehicles will be allowed to drop off passengers at the 46th Street and First Avenue crosswalk. A valid grounds pass and an authorized United Nations decal (“UNGA72”, issued by the Garage Administration) will be required for presentation at the 46th Street and Second Avenue vehicle checkpoint prior to access.

#### *Traffic in the Secretariat Circle and through the 43rd Street gate*

38. The very limited operating space in the Secretariat Circle and delegates roadway areas requires strict controls in respect of access to those areas, in order to facilitate safety and to avoid undue obstructions and delays of delegation vehicles and other high-level government officials and motorcades.

39. Vehicular access to the premises through the gate at First Avenue and 43rd Street is therefore restricted to host country law enforcement-escorted motorcades.

40. The regular traffic pattern permitting authorized vehicles to exit the Secretariat Circle through the 45th Street gate from 9 a.m. to 7 p.m. on weekdays will resume on Wednesday, 27 September 2017.

#### *Parking*

41. For the duration of the high-level meeting, vehicles will be permitted access to enter the garage through the 48th Street entrance and depart through the 42nd Street exit, which will be operational on a 24-hour basis. Please note that this is a change from normal garage entry procedures to UNHQ. Traffic lanes within the third basement service drive and roadways in the garage must be kept free of stationary vehicles at all times. Vehicles left in this area will be subject to towing.

42. All vehicles entering the Headquarters premises will be subject to search. Thus, it is highly recommended that members limit the contents inside their vehicles in order to expedite the physical security clearances.

43. Bicycles and other non-motorized means of transport into Headquarters premises are not permitted.

#### *Access for members of the information media*

44. Members of the media who wish to enter United Nations headquarters must have valid accreditation. Instructions to apply for media accreditation can be found at

[www.un.org/en/media/accreditation/unga.shtml](http://www.un.org/en/media/accreditation/unga.shtml). Resident correspondents with equipment and non-resident correspondents with or without equipment must use the 47th Street media entrance with a grounds pass.

45. Media personnel who wish to proceed to the Conference Building will be directed along the river and enter from the 1B level.

46. Members of the media must be escorted by the Media Accreditation and Liaison Unit at all times when accessing the restricted areas of the Conference and General Assembly Buildings.

## **VI. Media arrangements and services**

47. All media arrangements will be in compliance of the information provided in A/INF/72/4. In addition, the following specific elements related to the Signature Ceremony will apply.

### *Webcast, web coverage and pool coverage*

48. The opening of the Signature Ceremony for the Treaty on the Prohibition of Nuclear Weapons will be webcast live on the Internet at <http://webtv.un.org/>.

49. Continuously updated coverage of the events can be found on the United Nations News Centre portal (<http://www.un.org/news>). The Department of Public Information will promote the events via the UN home page ([www.un.org/en](http://www.un.org/en)) and the General Assembly landing page (<http://www.un.org/en/ga/>).

### *Photos*

50. Photographs in digital format (jpg) will be available for download free of charge on the United Nations photo website (<http://www.un.org/av/photo>).

Photo enquiries and requests should be addressed to the United Nations Photo Library, room S-1047 (tel. +1 212 963 6927, +1 212 963 0034; fax +1 212 963 1658; e-mail [photolibr@un.org](mailto:photolibr@un.org)).

### *Press encounters*

51. A press stakeout position will be set up on the third floor, in the neck area between the Conference Building and the General Assembly Building. The stakeout will be covered by UN Television and webcast, and requires a booking through the Office of the Spokesperson for the Secretary-General (tel. + [1 212 963 7707](tel:+12129637707) / 7160 / 7161). Speakers can use the position to hold stand-up media briefings with accredited journalists

52. Room S-237 in the Secretariat Building will be available to Member States for press conferences throughout the day. All press conferences will be webcast. Delegations can book press conferences through the Office of the Spokesperson for the Secretary-General (tel. +1 212 963 7707 / 7160 / 7161).

53. All media encounters will be listed in the daily media alert, which is updated regularly and available at <http://www.un.org/en/media/accreditation/alert.shtml>.

#### *Media Access*

54. Accredited media will enter from the 47th street entrance. A media centre will be set up in Conference Room 1

55. TV crews and photographers will be escorted by staff of the Media Accreditation and Liaison Unit (MALU) to the Trusteeship Council Chamber media booths from a Media Liaison Desk on the 3rd floor of the Conference Building. TV crews and photographers will be rotated in the booths as space permits and will not be permitted on the floor of the Trusteeship Council Chamber.

56. There are a limited number of tickets available for media representatives without cameras for the press gallery of the Trusteeship Council Chamber. Tickets will be distributed from the Media Liaison Desk on the 3rd floor of the Conference Building on a first-come, first-serve basis 30 minutes before the meeting.

57. Video crews and photographers covering Photo Opportunities of the Secretary-General must be at the MALU office (2nd floor of the Secretariat building) at least 30 minutes before the meeting.

#### *UN Meetings Coverage*

58. The United Nations Meetings Coverage Section, through its portal websites ([www.un.org/en/unpress](http://www.un.org/en/unpress) and [www.un.org/fr/unpress](http://www.un.org/fr/unpress)), will provide full coverage of the signing ceremony in both English and French. Copies of press releases on the coverage of the event and reports will also be available at the Media Documents Centre (located on the second floor). Further queries should be directed to the Press Service tel. + 1212 963 7211 (English) or + 1 212 963 7191 (French).

#### *Background material and other queries*

59. Statements, documents and press releases related to the General Assembly will be available at the Media Documents Centre, located in room S-0219.



60. For media queries, possible interview scheduling and other related assistance, please contact DPI's Strategic Communications Division (Ms. Martina Volpe Donlon, [donlon@un.org](mailto:donlon@un.org); tel. + 1 212 963 6816).