



International Organization for Migration (IOM)  
The UN Migration Agency

## Annex

- All delegates **must register in advance**, by email to [iomcr@iom.int](mailto:iomcr@iom.int) by **Friday, 19 June 2020**, 12 noon at the latest. The attached **registration form must be completed**.
- Delegates **must confirm their presence** at the IOM desk (open from 2.30 p.m.), before accessing the conference room.
- Only **one delegate per Member State will be allowed in the room** at any time. If a change of delegates needs to take place during the session, delegates must coordinate between themselves to ensure only one delegate is in the room at any times.
- This session will not be available online.
- In the conference centre, all delegates must wear their UN accreditation badge visibly.
- All participants are required to maintain the recommended physical distancing at all times (2 metres).
- **Use of masks:** in line with the latest medical recommendations, **all delegates are requested to wear their own mask** throughout the event, including when speaking into the microphones.
- Seating arrangements will leave two empty seats between each participant.
- All participants must **respect traffic flow signage** in the room and use the designated entry and exit points.
- Hand sanitizers will be made available at the entry and exist points, as well as in strategic locations in the room.
- **No documents** will be distributed in the room. All documents will be available on IOM website and will be sent via email prior to the meeting.
- For any queries during the meeting, as far as possible, please send your request to [mgs@iom.int](mailto:mgs@iom.int).
- No water fountains will be available in the room.
- To ensure that the required physical distance is kept at all times, delegates are expected the leave the premises as soon as the meeting is closed.
- People who have been identified as being particularly at risk should not attend the meeting in person.