

**Guidance note on the delivery of national and stakeholder statements
for
the resumed fifth session of the Environment Assembly
and
the special session to commemorate the fiftieth anniversary of the creation of UNEP**

1. Introduction

This note provides guidance for the delivery of in person or pre-recorded national statements to the resumed fifth session of the Environment Assembly (UNEA.5.2) and the first special session to commemorate the fiftieth anniversary of the creation of the United Nations Environment Programme (UNEP@50). Statements may be delivered by representatives of Member States speaking on behalf of a group of States or speaking in their national capacity, members of specialized agencies, intergovernmental organizations accredited to the UN Environment Programme, the United Nations system entities, and non-governmental organizations accredited to the UN Environment Programme.

Statements for **UNEA-5.2** will be delivered as follows:

- Monday, 28 February 2022, from 11:30 a.m. – 1:00 p.m. (after the opening plenary)
- Monday, 28 February 2022, from 3:00 p.m. – 6 :00 p.m.
- Tuesday, 1 March 2022, from 10:00 a.m. – 1:00 p.m.
- Tuesday, 1 March 2022, from 3:00 p.m. – 6:00 p.m.

Statements for the **special session on UNEP@50** will be delivered as follows:

- Thursday, 4 March 2022, from 3:00 p.m. – 6:00 p.m.
- Friday, 5 March 2022, from 10:00 a.m. - 1:00 p.m.
- Friday, 5 March 2022, from 3:00 a.m. – 4:30 p.m.

All time indications are for the time zone **GMT+3**. An overview of the structure of the two meetings, as well as other relevant background information including with regard to the Leadership Dialogues, is available [here](#).

2. Mode of delivery

Representatives are invited to deliver their statements in person in Conference room 2 at the UN complex in Gigiri, Nairobi, while respecting the minimum requirements relating to COVID-19 as outlined in paragraphs 11-14 in the [Secretariat notification](#).

As an alternative to in-person statements, representatives may wish to submit pre-recorded video statements to UNEA 5.2 and/or the special session on UNEP@50. The video statements will, as far as possible, be played in the conference room during the plenary together with the in-person statements. They will also be posted on the UNEA / UNEP@50 websites.

Video statements should be sent by email to the Secretariat (unep-sgb@un.org and mia.foster@un.org) by Thursday, 17 February 2022, at the latest. Video statements received after this date may not be aired in plenary at the sessions. The videos should be sent to the Secretariat by a link

using file sharing software like WeTransfer or DropBox. The format must be in *HD 1920x1080* (file type .mp4 or .mov) and apply “landscape orientation”. The subject line in the email with the link should read “*Pre-recorded National Statement – COUNTRY NAME*”. Further, the file name nomenclature for the video should be: “*COUNTRY NAME – Speakers Name -UNEA 5 – Date*”, or “*COUNTRY NAME – Speakers Name – UNEP50 – Date*”.

Both modes of delivery will be treated equally in terms of the order of statements, without giving priority to in-person statements.

For practical reasons and in accordance with best practice applied at the UN General Assembly general debate and other high-level meetings, it will **not be possible for representatives to deliver “live” online statements** during the plenary. However, some provisions will be made for live online interventions at the UNEA 5.2 and UNEP@50 Leadership Dialogues (see separate guidance note).

3. Duration of interventions

In order to enable the representatives of all Member States to deliver their statements, interventions may not exceed **three (3) minutes** (approximately 300 words), with the exception of the Chairs of regional and political groups, who will be allotted a speaking time of a maximum of **five (5) minutes** (approximately 500 words). The speaking time will be strictly adhered to by the Chair of the sessions, including by means of technical devices that remind speakers of the remaining speaking time. Pre-recorded statements will be stopped at the length of 3 minutes.

4. List of speakers

To facilitate the organization of statements, the Secretariat will develop a list of speakers for both UNEA 5.2 and the special session on UNEP@50 which in broad terms will apply the following order of speakers:

- Introductory statements by the United Nations Secretary-General (TBC), the Executive Director of the United Nations Environment Programme and Heads of State and Governments.
- Statements by representatives of Member States speaking on behalf of regional and political groups.
- Statements by representatives of Member States speaking in their national capacity, Observer States and Members of specialized agencies.
- Statements by intergovernmental organizations accredited to the United Nations Environment Programme.
- Statements by the United Nations system entities, including programmes, funds, specialized agencies and regional commissions.
- Statements by non-governmental organizations accredited to the United Nations Environment Programme.

In finalizing the speakers list, Secretariat will give due consideration to indications of preferred time slots for the statements (see box below), adjusted as appropriate for protocol and taking into account existing established practice in order to best accommodate Members States’ needs, with emphasis also placed on the principle of “first-come, first-served” in terms of inscription. A provisional list of speakers for both UNEA 5.2 and the special session on UNEP@50 will be made available to all Member States around 15 February 2022, as a basis for possible further adjustments as necessary.

5. Online registration of mode of delivery, level of speaker and preferred time slot

To facilitate the preparation of the speakers list, Member States and other stakeholders are requested to fill in an online form regarding their statements for UNEA 5.2 and UNEP@50 through the following link:

<https://indico.un.org/event/1000622/>

The online form should clearly indicate:

- Mode of delivery
- Level/function of the speaker
- Preferred time slot for the statement for in-person delivery

6. Background information

For the resumed fifth session of the United Nations Environment Assembly, delegations are invited to consider and seek inspiration from the *Executive Director's report to the 5th session of the UN Environment Assembly: Nature at the heart of sustainable development* (UNEP/EA.5/2). The report focuses on 4 main topics including i) Nature for human and ecosystems health; ii) Nature for jobs, poverty eradication and economic prosperity; iii) Nature for climate; iv) Nature for sustainable food systems. Each topic has guiding questions which are meant to prepare your interventions, and is made available in all 6 official UN languages on the [webpage for UNEA 5 official documents](#).

For the special session on UNEP@50, delegations are invited to consider the overall theme of the special session: “Strengthening UNEP for the implementation of the environmental dimension of the 2030 Agenda for Sustainable Development”, as well as to consider and seek inspiration from the report of the Executive Director entitled *Reflecting on the Past and Imagining the Future: A Contribution to the Dialogue on the Science-Policy Interface* (UNEP/EA.SS.1/2). The report is expected to inform the discussions at the special session, including the preparation for national statements, the high-level leadership dialogues and the multi-stakeholder dialogue. It is available in English [here](#), and in all 6 UN official languages [here](#).

7. Secretariat focal points

For any questions relating to the list of speakers for national statements please contact:

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