



Rules of Procedure

Session modalities

Please note that all sessions will start and end punctually at the times indicated in the programme.

Due to time constraints, there will only be limited time for interaction during plenary sessions. During the opening high-level plenary on 2 December from 09:00-13:00 there will be brief Q&A segments. During the closing session on 3 December there will be no participation from the floor. In other parallel sessions, the moderator will be responsible for ensuring participation from the floor.

Sessions will be run at the discretion of the respective moderators, who will introduce the panel and manage the discussion, including opening the session for interventions from the floor. There may be some variation between different parallel sessions.

There will be **no** designated microphone for each stakeholder group (as at the second Forum). Instead participants wishing to speak should raise their hand or country plate. If given the floor, participants should clearly indicate their name and organization and **speak for no more than 2 minutes**.

Constructive and respectful dialogue

All participants should ensure that a sense of respect and tolerance permeates the discussions. Participants are also requested not to read from pre-prepared written statements, documents or published texts in order to stimulate dynamic discussions. Written submissions may be sent to the Forum Secretariat for online posting (see below).

The session moderator reserves the right to use their discretion in the management of the floor interventions in order to enable as many stakeholders as possible to participate in the dialogue and to ensure a balanced debate.

In line with the nature of the Forum all attending stakeholders – including States – participate on an equal footing.

Seating arrangements

There will be free seating in all sessions. Participants are advised to be in the room 10 minutes before the start of the session.

Submissions and written statements

All participants are invited to send written submissions to the Secretariat for posting on the Forum webpage. The Secretariat will make every effort to ensure that statements are posted by the end of each day, but participants are kindly advised that there may be delays. Contact: forumbhr@ohchr.org and nandrews@ohchr.org.

Languages

Please refer to the programme for each session for information on available languages. Where interpretation is provided, participants will be able to hear the interpretation by using the ear pieces available at each seat and selecting the channel for the desired language. Interpretation is available in all 6 UN languages for the opening plenary (2 December: 09:00-13:00) and closing session (3 December: 16:15-17:45) only. Interpretation is available in English, French and Spanish in all UN-led sessions (highlighted in grey in the programme) except for the following two: 1 December: 16:30-18:00 (Room XXIII), and 3 December: 08:00-09:30 (Room XX).

Webcast

There will be live streaming of the UN-organised sessions on 2 and 3 December (highlighted in grey in the programme). The link will be available via the Forum web page. Video footage of the opening plenary on 2 December will be available via the Forum webpage during the course of the same day. Sessions in Room XX are being live streamed on UN Web TV (<http://webtv.un.org/>). Video footage from other UN-organised sessions on 2 and 3 December (Rooms XXI and XXIII) will be uploaded on OHCHR's YouTube channel as soon as possible after the Forum.