



Information Note for Meeting Participants

First Global Meeting of National Focal Points for the Fifth Montevideo Programme for the Development and Periodic Review of Environmental Law (The first global Meeting)

Online, 2–4 June 2021*

Introduction

The first Global Meeting of National Focal Points of the Montevideo Programme V (the first global meeting) that was originally scheduled to take place from 23-25 March 2020 in Rio de Janeiro, Brazil, but was postponed due to the COVID 19 pandemic will now be held in two parts. The first part will be held online from 2 to 4 June 2021, while the second will be held in person in 2022 at a location and date to be determined during the online session.

The online session of the first global meeting will open at 1500Hrs EAT on Wednesday, 2 June 2021, and conclude at 1700Hrs EAT on Friday 3 June 2021. The session is expected to consider progress in the implementation of Montevideo Programme V, designate a steering committee and consider the modalities of work of the steering committee. The online session will also consider and provide guidance on a limited number of focused and feasible initial priority areas for implementation until the in-person session of the first global meeting. A proposed structure of the online session as well as the advance versions of the documentation for the first global meeting are available on the dedicated meeting website at <https://leap.unep.org/about/meetings>

The in-person resumed session of the first global meeting to be held in 2022 at a location and date to be determined during the online session is expected to conclude the consideration of the remaining substantive items on the agenda.

The information in this note covers only the online session of the meeting.

Background

The United Nations Environment Assembly (UNEA), in its resolution 4/20 of 15 March 2019, adopted the Fifth Programme for the Development and Periodic Review of Environmental Law for the decade beginning in 2020 (Montevideo Programme V or Programme). Montevideo Programme V is an intergovernmental programme designed to guide the identification and implementation of priority actions in the field of environmental law to be undertaken by the United Nations Environment Programme (UNEP) in collaboration with other relevant actors.

The Programme commenced on 1 January 2020 and requires global meetings of national focal points to be held every two years “face to face or remotely, as appropriate” (paragraph 6(b)(vi) of the Programme). The first global meeting of national focal points (First Global Meeting or Meeting) was scheduled to be held face to face in Rio de Janeiro, Brazil on 23-25 March 2020. The Meeting was

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however postponed due to the COVID-19 pandemic and tentatively rescheduled to take place in Nairobi at the headquarters of UNEP from 7 to 9 September 2020. This was again postponed due to the ongoing pandemic and hence the decision to hold it in two sessions in 2021 (online session) and the in-person session at a location and date to be determined.

Further background and meeting documentation have been uploaded at the dedicated meeting website at <https://leap.unep.org/about/meetings>

Confirmation of participation

All participants, including representatives of United Nations entities, specialized agencies and other intergovernmental organizations and international non-governmental organizations are encouraged to confirm their participation in advance of the online meeting. A link for the online session of meeting is available on the dedicated website of the meeting and will also be sent by email to meeting participants.

Online Meeting Platform for the first global meeting

The online session of the meeting will be organized through Interprefy, a remote simultaneous interpretation platform, with interpretation in all six UN official languages. More information about the platform is available at <https://www.interprefy.com/>. A user guide in six languages is also available on the dedicated website of the meeting under the tab "Documents".

To avoid technical problems during the online meeting, we strongly encourage participants to log in at least 30 minutes before the start of the meeting to check their audio and video quality.

The platform supports around 300 speakers (able to raise their hand and take the floor) and 1,000 viewers (able to follow the session but unable to take the floor). The online session of the meeting will have separate links for speakers and viewers. Given the limit of 300 speakers, we would like to request participants to participate in the discussions through one delegate who will take the floor. Remaining delegates can follow the sessions as viewers.

Recommended practices for participants during the online session

Remote meetings are very different from in-person meetings. Please bear in mind that communicating through an interface platform adds an extra layer of complexity to any interaction. With the objective of offering the best quality interpretation possible, and helping speakers to communicate their message more effectively, the Interpretation Service has identified a set of practices to contribute to the smooth conduct of meetings.

a) Internet connection

- Use of an ethernet cable, connecting directly to the modem, instead of WiFi, is strongly recommended.
- Participants who wish to take the floor are strongly advised to connect via a computer, not via a tablet or smart phone.

b) Microphone

- Use high quality unidirectional microphones¹, separate or attached to a headset, preferably with a USB connection to the computer used for participating in the meeting.
- Microphones should preferably provide for echo cancellation.
- Avoid using earpod or earbud microphones (e.g. Apple earpods).
- Avoid using the built-in computer microphones.
- Position the microphone at a reasonable distance (i.e. not so close that breathing is picked up) and speak directly into it.

c) Setting

- Participate from a quiet indoor room with the doors and windows closed to avoid reverberation and echoes.
- Background noise and interference should be eliminated (turn off loud air conditioning, etc.).

Support during the meeting

At the beginning of the online session, instructions on how to use the platform will be given and our IT team will be on standby to help address any technical challenges. The private chat function on the Interprefy platform will also be available for you to channel any difficulties to the “moderator”.

Meanwhile you are encouraged to visit <https://www.interprefy.com/> for more information about the Interprefy platform

Contact for further information.

For further information about the online session of the first global meeting please contact Allan Meso at allan.meso@un.org and on telephone +254 721264213.

¹ Microphones should reproduce audio frequencies between 125 Hz and 15,000 Hz, with a variation of maximum +/- 10dB. Microphones shall comply with IEC 60268-4.