

26 April 2021

English only

Ad Hoc Committee to Elaborate a Comprehensive International Convention on Countering the Use of Information and Communications Technologies for Criminal Purposes**Organizational session**

10–12 May 2021

Agenda item 3 of the provisional agenda*

Adoption of the agenda and organization of work**Organization of work of the organizational session****Note by the Secretariat**

1. The present organization of work was approved by Member States via silence procedure on 26 April 2021.
2. Additional information relating to the ad hoc committee can be found at: <https://www.unodc.org/unodc/en/cybercrime/cybercrime-adhoc-committee.html>.

Combination of in-person and formal hybrid meeting format

3. In-person meetings will be held on the first day during which elections are scheduled to be conducted, with one delegate per delegation in the meeting rooms and without any virtual component. The meetings will be webcasted to the public. The delegates who cannot attend the meetings in the meeting rooms will be able to observe the meetings via webcast.
4. If the election of the officers is finalized during a fully in-person session, the session should be adjourned to avoid the opening of a new agenda item without the participation of the experts who attend the meeting through a Remote Simultaneous Interpretation (RSI) platform. The next session will be held in a hybrid format with the opening of a new agenda item.
5. The remainder of the formal meetings of the organizational session will be held in a hybrid format by which the delegations have the choice to participate in the formal meetings in person (limited to one delegate per delegation in the meeting rooms), through a Remote Simultaneous Interpretation (RSI) platform, or by both means.

Physical presence and remote connections

6. Combined Conference Rooms 1/2/3 at United Nations Headquarters (UNHQ) have been reserved for the organizational session. The conference rooms have the capacity to accommodate in-person meetings in accordance with the 2-meter physical

* A/AC.291/1.



distancing requirements with one delegate per Member State, the Holy See, the State of Palestine and the European Union being physically present.

7. There may be a limited number of seats in the meeting rooms available to the entities and organizations with a standing invitation to participate as observers in the sessions and the work of the General Assembly. UNODC is consulting with UNHQ on the number of such seats available and their distribution. Member States will be updated as soon as such information is available.

8. All other delegates will be connected remotely through the online interpretation platform Interprefy. The platform can accommodate up to 3000 participants remotely through Speakers connections.

9. The entities and organizations with a standing invitation to participate as observers in the sessions and the work of the General Assembly, can also attend through Interprefy.

10. The general public can observe the session via webcast.

Counting of a quorum to open the organizational session and to make a decision by consensus or voting

11. Rule 108 of the Rules of procedure of the General Assembly applicable to the organizational session reads: “The Chairman may declare a meeting open and permit the debate to proceed when at least one quarter of the members of the committee are present. The presence of a majority of the members shall be required for any decision to be taken.”

12. There would be a need for an agreement in advance of the organizational session on how to establish that a quorum is present pursuant to the above-mentioned rule 108.

13. Based on the consultations, the following proposals were made to determine the quorums.

14. Counting of a quorum to open the meeting and to make decisions by consensus or voting follows the same method: only Member States physically present in the meeting room would be considered “present” and are counted to determine a quorum.

Decision-making method at the organizational session

15. As stated above, representatives of Member States who are physically present in the room will be considered “present” for the purposes of rule 108. Should a vote be requested, only the representatives physically present in Conference Rooms 1+2+3 will be able to participate in the vote.

Meeting times

16. The timeslots for in-person meetings to be held on the first day are from 10:00 a.m.–1:00 p.m. and from 3:00–6:00 p.m. EDT.

17. Per existing practice for meetings held in a hybrid format, the duration of each meeting is reduced from three to two hours. The morning meeting each day will be held from 10:00 a.m. to 12:00 p.m. and the afternoon meeting from 3:00 p.m. to 5:00 p.m., EDT.

Documentation

18. Parliamentary documents are only issued electronically on the Official Documents System. They are also available at the dedicated [Ad Hoc Committee website](#).

Annex

Draft organization of work, 10–12 May 2021

<i>Date/time</i>	<i>Agenda item/programme/documentation</i>
Monday, 10 May	
10 a.m.–1 p.m.	<ol style="list-style-type: none"> 1. Opening of the organizational session. 2. Election of officers: <ol style="list-style-type: none"> (a) Election of the Chair; (b) Election of the Rapporteur; (c) Election of the Vice-Chairs.
3–6 p.m.	<ol style="list-style-type: none"> 2. Election of officers (<i>continued</i>)
Tuesday, 11 May	
10 a.m.–12 p.m.	<ol style="list-style-type: none"> 3. Adoption of the agenda and organization of work. 4. Outline and modalities for the further activities of the Ad Hoc Committee: <ol style="list-style-type: none"> (a) Procedural matters, including the rules of procedure for the functioning of the Ad Hoc Committee; (b) Venue for the sessions of the Ad Hoc Committee; (c) Timeline and schedule of work of the Ad Hoc Committee.
3–5 p.m.	<ol style="list-style-type: none"> 4. Outline and modalities for the further activities of the Ad Hoc Committee (<i>continued</i>)
Wednesday, 12 May	
10 a.m.–12 p.m.	<ol style="list-style-type: none"> 5. Other matters. 6. Adoption of the report on the organizational session.
3–5 p.m.	<ol style="list-style-type: none"> 7. Closure of the organizational session.