

**The meeting schedule for the sessions of the Ad Hoc Committee to elaborate a comprehensive international convention on countering the use of information and communications technologies for criminal purposes**

**(12 October 2021)**

Pursuant to resolution [A/RES/75/282](#) of the General Assembly on 26 May 2021, the meeting schedule for the sessions of the Ad Hoc Committee to elaborate a comprehensive international convention on countering the use of information and communications technologies for criminal purposes was prepared as indicated in the table below.<sup>1</sup>

The following factors have been taken into consideration:

1. The UN meetings calendars for 2022 and 2023 were prepared years in advance. The recurring meetings of the established mandated calendar meetings and other mandated meetings that have been already planned makes it extremely difficult to insert a large number of meetings of the Committee during certain months as the available conference servicing capacity is limited.
2. Serious consideration was given to the UN rules on timeliness of parliamentary documents. Although some meeting slots in the meeting schedule cannot fully comply with the timelines required by the UN rules for processing parliamentary documents for each session, they represent the longest possible intervals between sessions within available meeting slots for the Committee.<sup>2</sup>
3. Where conditions permit, efforts have been made to avoid parallel or back-to-back meetings on similar topics, in order not to overburden national experts of Member States.
4. The meeting dates in August were avoided when the available meeting resources permit.

---

<sup>1</sup> The meeting schedule was prepared on the assumption that the situation in 2022, 2023 and 2024 will go back to the pre-COVID-19 status. If the mitigation measures to contain the spread of the COVID-19 pandemic such as the social distancing requirement exist in the coming years, the meeting schedule will be subject to reconsideration.

<sup>2</sup> Pursuant to the relevant rules, the mandated pre-session documents for all secretariat and intergovernmental bodies require to be submitted, processed and issued according to the 10/4/6 rule, under which a document with a maximum of 8,500 words must be submitted ten weeks before a meeting, processed in four weeks and issued six weeks before the meeting. The substantive and technical secretariat also needs time to prepare the documents before they are submitted for processing and translation, and the time needed will depend on the type of documents.

Alternative schedules, such as 8/4/4 or 6/4/2 weeks, are also possible, if so agreed by the body concerned.

Usually, the Secretariat is required to submit the provisional agendas twelve weeks in advance for issuance eight weeks prior to the meeting.

Post-session documentation should be submitted to the document management unit within two weeks after the conclusion of a meeting. There is a general rule of four weeks processing time for each 8,500/10,700 words document.

5. The 9-day meeting slots were avoided when the available meeting resources permit.

**Meeting Schedule for the sessions of the Ad Hoc Committee: three sessions in 2022 and 2023 respectively, with the concluding session in January-February 2024<sup>3</sup>**

<b>Session</b>	<b>Venue</b>	<b>Meeting dates</b>	<b>Calendar days between sessions</b>	<b>Comments</b>
First session	New York	17-28 January 2022		Approved by Member States via silence procedure on Friday, 9 July 2021.
Second session	Vienna	30 May- 10 June 2022	<b>17 weeks</b> between the first and second sessions	
Third session	New York	29 August- 9 September 2022	<b>11 weeks</b> between the second and third sessions	This is a 9-day meeting slot as 5 September is a UN holiday-Labor Day. The meeting slot is in parallel on the second week to the meeting of the Implementation Review Group of the Conference of the States Parties to the United Nations Convention against Corruption to be held in Vienna.
Fourth session	Vienna	9-20 January 2023	<b>17 weeks</b> between the third and fourth sessions	
Fifth session	Vienna	11-21 April 2023	<b>11 weeks</b> between the fourth and fifth sessions	This is a 9-day meeting slot as Monday, 10 April 2023 is a UN holiday- Easter Monday. There are no other two-week

---

<sup>3</sup> The meeting dates and duration of the concluding session will be decided by Member States at a later stage based on the progress of the negotiation process. The inclusion of the dates of the concluding session in the meeting schedule is for the purpose of securing meeting resources.

*Ad Hoc Committee to elaborate a comprehensive international convention on countering the use of information and communications technologies for criminal purposes*

				slots available for the Committee before late July. The reserved conference rooms for this meeting slot are virtually combined Board Room D and CR3.
Sixth session	New York	21 August-1 September <b>2023</b>	<b>17 weeks</b> between the fifth and sixth sessions	
Concluding session (meeting dates and duration will be decided at a later stage)	New York	Any dates during 29 January - 9 February <b>2024</b>	<b>21 weeks</b> between the sixth and concluding sessions	