

AIDE MEMOIRE FOR NON-GOVERNMENTAL ORGANIZATIONS
United Nations high-level international conference on nuclear disarmament

Organizational meeting

Date: 28 March 2018
10:00 am to 1:00 pm
3:00 pm to 6:00 pm

Place: Conference Room 2,
United Nations Headquarters
New York

The United Nations Office for Disarmament Affairs will post information and documents related to the conference at www.un.org/disarmament/.

1. Provisions for the attendance of non-governmental organizations in the organizational meeting

The participation of non-governmental organizations (NGOs) in the organizational meeting of the high-level international conference on nuclear disarmament will be governed by the rules of procedure of the General Assembly.

Accordingly, representatives of NGOs shall be allowed, upon request, to attend the meetings of the conference other than those designated closed, to be seated in the public gallery, to receive documents of the conference and, at their own expense, to make written material available to the participants in the conference.

2. Request for information from attending non-governmental organizations

The General Assembly, in its decision [A/RES/72/251](#) of 24 December 2017, “Encourages the wider participation of civil society, including non-governmental organizations, academia and parliamentarians, in the conference, and requests the Secretary-General to draw up a list of non-governmental organizations in consultative status with the Economic and Social Council that will participate in the conference.”

Accordingly, only representatives of NGOs with ECOSOC Consultative Status* will be able to attend the conference or its organizational meeting. All such NGOs that wish to be listed as participants should complete the form available at <https://goo.gl/forms/fYI5V3qbwNeXTRzu1> no later than **15 March 2018** in order to ensure that their names will be included.

All NGO attendees must hold valid United Nations Headquarters annual grounds passes marked “ECOSOC”. Kindly direct any related questions to Ms. Diane Barnes (diane.barnes@un.org).

3. Documentation

Official documents and statements of the conference will be posted at www.un.org/disarmament/.

* The consultative relationship with ECOSOC is governed by Council resolution [1996/31](#), which outlines the eligibility requirements for consultative status, rights and obligations of NGOs in consultative status, procedures for the withdrawal or suspension of consultative status, the role and functions of the ECOSOC Committee on NGOs, and the responsibilities of the United Nations Secretariat in supporting the consultative relationship. Consultative status is granted by the Council upon recommendation of the ECOSOC Committee on NGOs, which is comprised of 19 Member States.

4. Availability of NGO documents and materials to delegations

Pending a decision taken by Member States, NGOs may be allowed to display their documents and other information materials on a designated table. One copy of each document intended for public display should first be provided to the United Nations Secretariat through the NGO coordinator.

5. Provisions for the participation of NGOs in the conference

Modalities for NGO participation in the conference to be held from 14 to 16 May 2018 will be decided by States parties at the organizational meeting on 28 March 2018.

6. Additional information from the Secretariat

The United Nations is not in a position to provide letters of invitation or letters to consulates requesting that NGO representatives be provided visas for travelling to the United States in order to attend the high-level international conference on nuclear disarmament or its organizational meeting. It is the responsibility of NGO representatives to make arrangements for visas, travel and related costs. The Secretariat cannot provide funding or financial advice to facilitate NGO participation.

7. Contact person for non-governmental organizations

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