

# HIGH-LEVEL OFFICIALS MEETING

## INFORMATION NOTE

### I - OVERVIEW

- 1 › The High-Level Officials Meeting (HLOM) will provide an opportunity for senior government officials and representatives of relevant stakeholder groups to take stock of progress made in achieving the objectives of the [Global Compact on Refugees](#), including through the [pledges and contributions](#) made and initiatives announced at the first Global Refugee Forum in 2019. Participants will identify progress, challenges and where further engagement is needed to increase support and access to solutions for refugees, taking into consideration the challenges posed by the pandemic.
- 2 › The HLOM will be co-hosted by the Swiss Confederation and UNHCR. It will be opened by the Swiss Federal Councillor and the High Commissioner for Refugees. The [draft programme](#) and other information may be found on the [High-Level Officials Meeting](#) webpage. Please check back regularly for updates.

#### | Format

- 3 › The HLOM, which will take place on 14 and 15 December 2021, will be held in virtual format. Instructions for virtual participation will be made available separately.
- 4 › Similar to the first Global Refugee Forum in 2019, the HLOM will be a plenary meeting and include a mix of panel presentations on the [priorities](#) for the meeting. Spotlight sessions will also be organized in the morning and during the lunch break.

### II - PARTICIPATION AND REGISTRATION

- 5 › Participation in the HLOM is by invitation only. Invitees are requested to confirm their participation by Wednesday, 8 December 2021.

#### | States, intergovernmental organizations, specialized agencies and UN entities

- 6 › States, intergovernmental organizations, and UN and other entities are requested to confirm their participation by note verbale or letter of accreditation. The note verbale or letter of accreditation, containing the names and titles of all members of the delegation, in order of seniority and indicating the head of delegation, should be sent to: [hqgovern@unhcr.org](mailto:hqgovern@unhcr.org). This will assist UNHCR in preparation of the list of participants.

#### | Non-governmental organizations and all other participants

- 7 › NGOs and all other participants (including refugees, representatives of refugee-led organizations, academia, city networks, faith-based organizations, sport organizations, parliamentary networks, and the private sector) who have received an invitation to the HLOM are requested to send a letter of accreditation on official letterhead to: [partnership@unhcr.org](mailto:partnership@unhcr.org). In the case of individuals participating in their personal capacity, written confirmation, together with a copy of the signed invitation letter issued in their name, should be sent to [partnership@unhcr.org](mailto:partnership@unhcr.org).

#### | Registration

- 8 › Please note that the Indico registration platform for in-person participation has been disabled and that all participants should now [complete their registration here](#). Instructions for virtual participation will be shared in due course to all those invited and who have registered their attendance.

### III – SPEAKING ARRANGEMENTS

- 9 › Like the first Global Refugee Forum in 2019, there will only be one plenary discussion which will continue throughout the two days. Panel presentations on the priorities for the meeting will be interspersed throughout the plenary to help ensure an energetic discussion. There will not be separate discussions under each theme.
- 10 › Due to the limited time available in plenary, delegations are encouraged to avoid formal statements and to keep their interventions as focused as possible, highlighting developments, challenges and key areas for further engagement. With this in mind, participants will be asked to limit their interventions to three minutes.
- 11 › There will not be a formal list of speakers for the HLOM, and protocol will not be strictly adhered to, in order to ensure participation from all stakeholder groups. Nevertheless, an early indication of a desire to take the floor may be communicated in writing to the conference secretariat [hqgovern@unhcr.org](mailto:hqgovern@unhcr.org). The exact name, title and rank (if applicable) of the speaker should be indicated.
- 12 › Please note that there will be no opportunity for statements from groups of States during the plenary discussion, given the nature of the meeting and limited time available. Nevertheless, written group statements may be submitted to the conference secretariat [hqgovern@unhcr.org](mailto:hqgovern@unhcr.org) for posting on the HLOM webpage.

#### | Interpretation

- 13 › Interpretation will be provided in all six UN languages (Arabic, Chinese, English, French, Russian and Spanish) through remote interpretation.
- 14 › In order to facilitate interpretation, any delegations with prepared statements are kindly requested to send them in advance to [hqgovern@unhcr.org](mailto:hqgovern@unhcr.org) with the name of the delegation in the subject line. Requests for any pre-prepared statements to be posted on the HLOM webpage may also be directed to the email address above.

### IV – DOCUMENTATION

- 15 › A provisional list of participants will be made available by close of business on Monday, 13 December 2021. Any amendments should be communicated to the conference secretariat [hqgovern@unhcr.org](mailto:hqgovern@unhcr.org) by the close of business on Wednesday, 15 December 2021. The final list of participants will be made available on the HLOM webpage.

### V – NATURE OF THE EVENT AND MEDIA ENGAGEMENT

- 16 › The HLOM is considered a public meeting, and the entire event will be webcast on the HLOM webpage.
- 17 › For questions from the media, please contact Ms. Shabia Mantoo, Senior Communications Officer, [mantoo@unhcr.org](mailto:mantoo@unhcr.org).

### VI – OTHER INFORMATION

#### | Code of conduct

- 18 › UNHCR has joined other United Nations organizations in committing to the model Code of Conduct to Prevent Harassment, including Sexual Harassment, at United Nations System Events. In this respect, UNHCR is committed to ensuring that its meetings are guided by the highest ethical and professional standards and invites all participants to behave with integrity and respect towards all those attending or involved with this and any other UN system event.