

Committee of Experts on the Transport of Dangerous Goods and on the Globally Harmonized System of Classification and Labelling of Chemicals

**Sub-Committee of Experts on the Globally Harmonized
System of Classification and Labelling of Chemicals**

19 October 2020

Thirty-ninth session

Geneva, 9-11 December 2020

Item 1 of the provisional agenda

Adoption of the agenda

Working arrangements for the thirty-ninth session and registration procedures

Note by the secretariat

Introduction

1. Following the agreement of the Sub-Committee with the proposed working arrangements circulated on 12 October in the letter from the chairperson, as an exceptional measure to minimise the impact of the COVID-19 pandemic on its work, the thirty-ninth session will be held in two segments: an official hybrid segment and an online informal segment.
2. This document contains information about the working arrangements and registration procedures for the GHS Sub-Committee session. For information about the organisation of the fifty-seventh session of the TDG Sub-Committee refer to informal document INF.28 (<http://www.unece.org/trans/main/dgdb/dgsubc3/c3inf57.html>).
3. The thirty-ninth session of the GHS Sub-Committee will be followed by the tenth session of the Committee of Experts on the TDG and the GHS, that will take place on Friday 11 December in the afternoon. For additional information refer to informal document INF.2¹ for the Committee's session.

Official hybrid segment

4. The official segment will be held as a hybrid session with interpretation. This modality will allow participation in-person as well as remote connection for those who will be unable to travel to Geneva. The schedule for the hybrid meetings will be as follows:
 - Wednesday 9 December 2020: From 14:30 to 16:30
 - Thursday 10 December 2020: From 14:30 to 16:30
 - Friday 11 December 2020: From 10:00 to 12:00
5. The session will be conducted with the platform Interprefy (accessible with a web browser). Details on how to register and use Interprefy will be circulated a few days before the session. Only delegates duly accredited as members of a delegation

¹ (<http://www.unece.org/trans/areas-of-work/dangerous-goods/meetings-and-events/ecosoc-bodies/committee-of-experts-on-tdg-and-ghs/informal-documents/transmaindgdbdggcommac10infdoc-2020.html>)

entitled to participate in the work of the Sub-Committee can attend the session. For information on how to register refer to paragraphs 9 to 11 below.

6. The Sub-Committee will consider all items on the agenda for the session (see ST/SG/AC.10/C.4/77/Rev.1 and ST/SG/AC.10/C.4/77/Rev.1/Add.1). All documents for discussion are available on the website. Additional documents submitted for consideration during the session will be made available and circulated as information documents on the website (<http://www.unece.org/trans/main/dgdb/dgsubc4/c4inf39.html>) and on the virtual platform (refer to paragraphs 18 to 26 below).

7. All items requiring decision will be addressed during the official hybrid meetings. However, due to the time limits imposed by the duration of the hybrid meetings with interpretation, it is expected that they be preliminarily discussed during the informal online segment.

8. The adoption of the report is expected to take place on Friday 11 December, on the basis of a draft prepared by the secretariat that will be made available to all participants during the session.

Registration procedures for the official hybrid segment (9-11 December)

9. The secretariat wishes to recall that only delegates duly accredited as representatives of a country or organisation (IGO, NGO...) entitled to participate in the work of the Sub-Committee can participate in the session, irrespective of the participation modality (i.e. in person or online). Heads of delegation are invited to communicate to the secretariat the composition of their delegation as soon as possible and no later than two weeks before the beginning of the session.

10. Delegations which have not yet officially designated a head of delegation are invited to do so as soon as possible. For details on how to proceed, please refer to informal document INF.14 circulated at the thirty-eight session (<http://www.unece.org/fileadmin/DAM/trans/doc/2019/dgac10c4/UN-SCEGHS-38-INF14e-UN-SCETDG-56-INF32e.pdf>).

11. Only delegates included in the list provided by the head of delegation will be considered duly accredited to attend the official hybrid segment (either in person or remotely) and will be given the credentials enabling them to participate. The list of participants who have preliminarily registered to the session will be circulated to the Permanent Missions in Geneva one week before the beginning of the session for their information and follow-up if needed.

All participants (i.e.: those wishing to attend in-person and those wishing to connect remotely)

12. All participants shall register online through the Contact Database before the beginning of the session, at: <https://uncdb.unece.org/app/ext/meeting-registration?id=Y0gx28>

Participants wishing to attend in-person (including those holding a long-duration badge)

13. All participants wishing to attend in-person shall, in addition, register before the session through a new platform (INDICO). Since INDICO is a new registration system, you will have to create a new account (i.e.: you will not be able to use your credentials for the Contact Database). To register, go to: <https://indico.un.org/event/20150/>

14. Registration through INDICO is mandatory for all in-person meetings taking place in the Palais des Nations to allow for a quick COVID-19 response. For this reason, participants are required to register themselves prior to session. Kindly note that the secretariat will not be able to register you at any time.

15. Nameplates in the meeting room will be set up for those who registered with INDICO in conformity with the applicable social distancing measures.

16. Prior to travelling, participants wishing to attend in-person may wish to consult the information for travellers provided by the Swiss Federal Office of Public Health at: <https://www.bag.admin.ch/bag/en/home/krankheiten/ausbrueche-epidemien-pandemien/aktuelle-ausbrueche-epidemien/novel-cov.html>.

Informal online segment

17. The official hybrid sessions (9-11 December) will be preceded by an online informal segment. The informal online segment will consist of an exchange of comments in writing and eventually, informal online discussions.

Exchange of comments in writing and informal online discussions

18. The secretariat has set up a virtual platform to enable exchange of comments in writing in preparation for the official hybrid meetings.

19. The virtual platform contains all documents submitted for discussion for the December session. Comments provided during the informal consultations held in July are also available, for reference purposes, under a separate entry preceded by the mention “[Archive]”. When providing comments on a given document please ensure that you are not using the “archived” section of the platform.

20. The platform will be available from 19 October 2020. Comments are requested until 16 November 2020.

21. Delegations are invited to exchange comments on the proposals in writing and to indicate clearly for each proposal, whether they are ready to support their adoption as drafted or whether additional discussions are needed before it can be considered for adoption.

22. By 16 November, the authors of the proposals that have not been identified as ready for adoption will be invited to let the secretariat know whether an informal online discussion is needed, in an attempt to find an agreement before the official session, or whether work will continue during the next biennium. The need for online informal discussions, their number and scope will be assessed at that time. A provisional timetable as well as all information relating to the online informal sessions will be circulated in due time.

23. Based on the feedback received during the commenting period through the platform and the result of the informal online discussions, if applicable, the secretariat will compile and circulate a list of “draft amendments” containing all proposals that have been previously identified as ready for adoption, as well as any draft decision the Sub-Committee may have considered during the informal consultations. Once all comments have been addressed, the draft list of amendments and decisions will be submitted for formal adoption during the official hybrid session of the Sub-Committee (9-10 December).

Access to the online platform

24. The link to access the online platform for the thirty-ninth session of the GHS Sub-Committee remains unchanged: <https://wiki.unece.org/x/6pUNBg>

25. The credentials you received to access the platform for the informal consultations in July remain valid.

26. Delegations who did not participate in the informal consultations in July and wish to access the platform may wish to contact the secretariat to obtain credentials. Kindly note that credentials will only be provided to the head of delegation.
