Delegations of Parties to the Convention are reminded about the requirement to submit credentials to the secretariat at the beginning of the twelfth meeting of the Conference of the Parties. In order to facilitate the verification process, delegates, whether participating remotely (online) or in person, should submit advance copies of credentials to the secretariat via email (ece-teia.conv@un.org), with a copy to their permanent missions to the United Nations or other international organizations in Geneva, by 1 November 2022. The originals of credentials should be submitted to the secretariat upon arrival to the meeting in Geneva. Should it not be feasible to bring the credentials in person to the meeting, they could also be sent by post through the Geneva-based permanent missions, before the start of the meeting on 29 November 2022 at 10:00, to the following address:

Ms. Olga Carlos  
United Nations Economic Commission for Europe  
Palais des Nations  
Building H, WP.34  
8-14 avenue de la Paix  
1211 Geneva 10  
Switzerland

Credentials are to be issued by Heads of State or Government or Ministers for Foreign Affairs and should state that the respective delegation is empowered to participate in the meeting and to take decisions on behalf of the respective Government, following the applicable rules of procedure. Parties are strongly encouraged to include at least one representative of their Permanent Mission to the United Nations Office and other international organizations in Geneva in their credentials and to authorize all members of the delegation to participate in the sessions and to take decisions on behalf of the Party.

Rules 16 to 18 of the Rules of Procedure (ECE/CP.TEIA/37) provide additional information on credentials.

An example of a delegation’s credentials is provided below:

```
Credentials

I, [name and title of the Head of State, Head of Government or Minister for Foreign Affairs],

HEREBY AUTHORISE [name and title of one or more persons] to represent the Government of [name of State] at the twelfth meeting of the Conference of the Parties to the Convention on the Transboundary Effects of Industrial Accidents, to be held in Geneva, from 29 November to 1 December 2022.

Done at [place] on [date].

[Signature]
```