

## Warsaw Human Dimension Conference 2024

30 September - 11 October

### INFORMATION FOR PARTICIPANTS

#### PROGRAMME

This Chairmanship-in-Office (CiO) event will last for ten working days and consist of:

- an opening session;
- ten thematic plenary sessions;
- a closing session.

The full programme, which provides more detail, sets a framework for our discussions, and highlights the focus areas is available at the event's website: <https://www.osce.org/chairmanship/2024WHDC>.

#### CODE OF CONDUCT

The Code of Conduct, published separately on the conference website, lays out what kind of conduct is expected from participants and what conduct cannot be tolerated by the event organizers. By attending the event, all participants express their agreement to abide by its terms.

#### RIGHT TO SPEAK & HOW TO REQUEST THE FLOOR

##### – *Opening Session*

- At the opening session, only delegations of OSCE participating States can make statements;
- The list of participating State speakers will open one hour before the session, at 13.00 CET in the plenary room. All that sign up will be given the floor. Delegations will also have the option to sign up via the back table during the opening session.
- Human Rights Directors from Ministries of Foreign Affairs (or other equivalent representatives of OSCE participating States) will be recognized to speak first by indicating their wish to speak to the CiO before the session. All other delegations of participating States should sign up on the speakers' list.

##### – *Thematic Plenary Sessions*

- At thematic plenary sessions, all participants may request the floor on behalf of their delegations/organizations.
- To request the floor, participants must sign up for the Speakers' list for the relevant sessions at <https://meetings.odhr.pl>.

- **Closing session:** The list of participating State speakers will open at 9.00 CET on the last day of the Conference. All that sign up will be given the floor. Delegations of participating States will also have a possibility to sign up (via back table) during the closing session.

#### RULES FOR DISCUSSION

- **When granted the floor:** participants should introduce themselves by stating their name and the organization they represent. Comments should focus on the session’s topic. Contributions should be kept brief and to the point.
- **Speaking time:** participants should not exceed a speaking time of 3 minutes unless the moderator decides otherwise based on the number of registered speakers.
- **Statements:** to facilitate interpretation, statements can be submitted electronically at <https://meetings.odihr.pl> before the session begins. Delegations of participating States may also distribute statements through the OSCE distribution system, by emailing [documents@osce.org](mailto:documents@osce.org).
- **Speaking clearly and slowly:** if the speaking time is limited, participants should not compensate by speaking faster.
- **Language condoning or inciting violence is prohibited:** All participants are expected to adhere to the principles of tolerance and non-discrimination, in line with the OSCE commitments. The Helsinki Document precludes the participation of “persons or organizations which [...] publicly condone terrorism or the use of violence.”
- **Right of Reply:** OSCE participating States wishing to exercise their Right of Reply (RoR) regarding a statement made by another participant during plenary sessions must submit RoRs (a maximum of one for each participating State for a given session) in writing during the session and notify the CiO seat behind the head table. RoRs should be submitted electronically via the meetings.odihr.pl platform and will be made available to all participants on the platform.

#### SESSION MODERATORS

Each session will be chaired by a moderator. The moderators are responsible for opening and closing the sessions and for granting the floor to conference participants. They are authorized to ensure order and smooth running of the sessions, and may for this purpose change the speaking time, call speakers out of order, or deny the floor, including when the speaking time is not respected, if an intervention from the floor is not on the topic of the session, or when an intervention from the floor is not in line with the Code of Conduct of this conference.

## **PROCEDURAL ISSUES**

Any registered participant wishing to raise a procedural issue may do so directly with CiO representatives present in the room. Procedural issues are not to be raised from the floor during the session.

## **SUBMISSION OF DOCUMENTS**

Registered participants wishing to distribute documents during the meeting may do so through the “Submit a document” function on the meetings.odhr.pl platform, following the guidelines on the website. Please note that there are no translation services available. Documents will be accessible to all registered participants on the platform and will be accepted one week prior to the meeting and up to 10 days following the meeting.

## **SEATING**

The participating States will each have a seat at the main table with a name plate, similar to that of the Permanent Council. Representatives of Partners for Co-operation and OSCE executive structures, as well as representatives of civil society and international organizations, will have a number of assigned seats. The exact seating map will be made available.

## **INTERPRETATION**

Interpretation will be available in English and Russian languages.

## **HEALTH AND SAFETY**

The health and safety of all participants are of paramount importance. A paramedic will be on site from 8.00am to 17.00 CET for the entire conference.

## **LIVE STREAM**

The opening, thematic plenary sessions and closing sessions will be live streamed on the Conference webpage.