



UNITED NATIONS
**GROUP OF EXPERTS ON
GEOGRAPHICAL NAMES**

Geographical Names Supporting Sustainable Development and
Management of the Pandemic

2021 Session UNGEGN | 3 - 7 May 2021 | @UNSD_GEGN #2021UNGEGN



GUIDELINES FOR DELEGATE/EXPERT/SPEAKER

Who will be introducing a paper, contributing to discussions under agenda items 4a and 4b or making a statement from the floor

1. Given the virtual meeting and the reduced time frame we would prefer that your paper introductions/interventions be made orally, meaning without power point.
2. We also kindly ask that oral paper introductions/interventions be limited to a maximum of 3 minutes, with the only exception being for representatives of Divisions (Geographical and Linguistic) who may speak a maximum of 5 minutes.
3. We also ask that you consider submitting the text of your oral presentations/interventions to the Conference Secretariat ([Muhammad Soomro](#) and [Vincent Wilkinson](#) copy geoinfo_unsd@un.org) in advance of the meeting in which the relevant agenda item will be discussed. This is being asked, as the text will greatly assist the interpreters.
4. Should there be a strong need to use a power point, particularly those with video and audio, please do inform and send the file to the Conference Secretariat and UNGEGN Secretariat ahead of the meeting. The virtual platform allows you to manage and share your power point, however we ask that you send us your files, to be able to have continuity should any technical difficulty arise. The file will also be shared with the Interpreters.