



HIGH-LEVEL POLITICAL FORUM ON SUSTAINABLE DEVELOPMENT

Side events – 2019 HLPF under the auspices of ECOSOC

Side events will be organized on the margins of the 2019 HLPF (under the auspices of ECOSOC) and sponsored by Member States, the UN system and other Intergovernmental Organizations and accredited Major Groups and other Stakeholders.

These Side events of the HLPF- held outside the official programme - provide great opportunities to discuss the theme and SDGs under review at the HLPF, deepen the discussion on Voluntary National Reviews, identify new and emerging issues, listen to all voices, and help spread greater awareness of the 2030 Agenda and the SDGs.

Criteria for side events

Countries, Intergovernmental Organizations (IGOs) and UN entities, together with 17 confirmed slots for Major Groups and other Stakeholders (MGoS) can be main organizers for the side events at UN Headquarters.

In view of the large number of requests anticipated and taking into consideration the very limited space and time allocated for the Side Events, requests should be limited to **ONE** per entity.

- In case countries, IGOs and UN entities wish to organize more than one event they should rank their events in priority order. Everything will be done to accommodate all of the first priority events for member states and for a significant number of entities. Space and time permitting, other events will try to be accommodated.
- The side events should be open to all participants with valid ground pass and not exceeding room capacity. Organizers of closed events or by invitation only events aiming for an exclusive audience are kindly advised to obtain alternative locations.
- Proposed side events should be closely related to the work of the High-level Political Forum on Sustainable Development (HLPF) and should have as a main focus the theme for the 2019 meeting under the auspices of ECOSOC “Empowering people and ensuring inclusiveness and equality”, the 6 SDGs under discussion this year (4, 8,10, 13, 16 and 17) or their interlinkages with closely related SDGs.
- In view of space limitations at UNHQ, priority will be given to events that have multiple co-organizers. Priority will also be given to events that show clear interlinkages between goals under discussion and with other goals and/or the theme of 2019 HLPF as well as events related to VNRs.

- Panels held at side events should ensure geographic and gender balance, are a mix of countries and other actors, including civil society, scientists, and academia.
- A major group organising an event represents a network of partners.
- In the case of events proposed by one of the presenting countries, there is an explicit link to your VNR.

Overall, events will be selected so that the overall programme of side events allows to give attention to the various goals and themes under review and is balanced in terms of geography and thematic focus. A group comprised of OISC and DSDG will jointly work on selecting the side events for the 2019 July HLPF based on those criteria.

Process:

The proposal should provide a detailed description of the side event, including its thematic focus, speakers/presenters and its potential contribution to the HLPF. It should also clearly indicate the main organizer of the event and their contacts.

In addition to the 17 confirmed slots managed by the MGoS Coordinating Mechanism and Steering Group, major groups can organize side events at UN Headquarters. For more information, and to join a mailing list, see the Major Groups home page at <https://sustainabledevelopment.un.org/mgos>.

Due to limited slots available, it is recommended that events from non-state and non-UN actors be organized outside of UN Headquarters. They will still be featured in the official programme of the side-events.

The full schedule of side events both those held at UNHQ and outside will be posted as part of the 2019 HLPF programme under the auspices of ECOSOC at the website <https://sustainabledevelopment.un.org/hlpf/2019>

The Secretariat will not produce fliers, distribute notices, or run other publicity efforts for side events. Publicizing a side event is the responsibility of its organizers.

It is the responsibility of the organizers of side events to be held at UNHQ to make their own arrangements for issuing of UN ground passes, including for individuals, invited as speakers or guests.

Official inter-governmental meetings at UNHQ have first priority over other events or meetings. Although rare, side events may have to be cancelled at the last minute if an urgent inter-governmental meeting needs to use the conference room where the side event was already scheduled to take place.

Side event organizers can request equipment and services for their event. Confirmed event organizers will be provided with the Broadcast and Conference Support Section's Request for

Audio/Visual Form. There will be charges for the use of such equipment and related services which the event organizers must be prepared to cover.

Official interpretation services are not available for side events.

Printed materials related to the agenda of the 2019 Meeting of the HLPF may be distributed by using the tables or other such facilities that will be available outside the meeting rooms in UNHQ. The Secretariat reserves the right to remove materials deemed to be inappropriate.

The sale of printed materials or any goods on UN grounds during the side events or at any other time is strictly prohibited.

Side event organizers in UNHQ are advised not to set up displays or put up posters on meeting room walls during a side event or at any other time during the official meeting to avoid removal and loss of their materials.

Food and drinks are strictly prohibited in the UN meeting rooms. Activities that involve food or drinks, such as receptions and cocktails, are allowed in the designated areas outside the UN conference rooms and must be arranged directly with the UN Catering Service. The Secretariat will not facilitate such arrangements.

All queries related to side events should be addressed to <https://sustainabledevelopment.un.org/contact/>

The deadline for application is **19 April 2019**. The HLPF Secretariat will review all submissions after the deadline and organizers will receive information about their side events by end of **May 2019**.