



Reference: ICC-ASP/16/SP/02

The Secretariat of the Assembly of States Parties presents its compliments to States Parties and with reference to its note verbale ICC-ASP/16/S/01 of 7 March 2017, has the honour to request that the credentials of representatives for the sixteenth session of the Assembly, to be held in New York from 4 to 14 December 2017, be submitted well in advance of the session. This would facilitate the work of the Credentials Committee and of the Assembly.

Pursuant to rule 24 of the Rules of Procedure of the Assembly, the credentials should be issued by the Head of State or Government or by the Minister for Foreign Affairs or by a person authorized by either of them. Changes to the names of the alternates and advisers should be communicated in writing to the Secretariat of the Assembly by the representative of the State.

Credentials should, preferably, contain the name of the representative of the State, as well as the names of the alternates and advisers, for the sixteenth session.

Credentials should be sent to the Secretariat of the Assembly of States Parties, Room A.00.49, Oude Waalsdorperweg 10, 2597 AK, The Hague, the Netherlands. Copies may also be sent via fax to +31-70-515-8376 or via e-mail to [asp@icc-cpi.int](mailto:asp@icc-cpi.int).

As of 4 December 2017, original credentials for the sixteenth session should no longer be sent to The Hague, but delivered directly to the Secretariat of the Assembly at the beginning of the session in New York and if possible, not later than 24 hours after the commencement of the session.

The Secretariat of the Assembly of States Parties recalls that a United Nations grounds pass is required for access to United Nations premises during the sixteenth session. Delegates not holding a valid United Nations ground pass are advised to liaise through their permanent missions in New York. A letter signed by the Head of Chancery or Administrative Officer containing the names of participants and the completed SG 6 forms must be sent to the Chief of Protocol of the United Nations. Once the forms have been authorized by Protocol, permanent missions are requested to deliver them to delegates, for processing at the United Nations Pass and ID Office.

Additional information regarding credentials and registration for the sixteenth session is available on the Internet website of the Court (<http://www.icc-cpi.int>).



The Hague, 7 March 2017