

**ASSEMBLY OF STATES PARTIES  
TO THE ROME STATUTE OF THE  
INTERNATIONAL CRIMINAL COURT**

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**HANDBOOK FOR PARTICIPANTS**

27 June 2025



**SPECIAL SESSION ON THE REVIEW OF THE  
AMENDMENTS ON THE CRIME OF AGGRESSION**

United Nations Headquarters – New York

7 to 9 July 2025

## Contents

	<i>Page</i>
Introduction.....	3
Venue and dates .....	3
Opening of the session .....	3
On-line addresses for: <i>Rules of Procedure; ASP documentation</i> .....	3
Checklist for States .....	3
Registration .....	4
Credentials .....	6
Notifications.....	6
Participants.....	7
Media .....	8
Visa information .....	9
Provisional agenda, work programme and ASP Journal.....	9
Languages .....	9
Seating arrangements .....	9
Meetings.....	9
Decision-making .....	10
General debate .....	10
Statements .....	11
Distribution of official documents .....	11
Booking of meeting rooms.....	12
Security & safety.....	12
Emergency and medical services .....	12
Social and side-events.....	12
Accessibility for persons with disabilities .....	13
Hotels .....	13
Telephone and internet facilities .....	13
Parking .....	14
Taxis.....	14
Public transportation .....	14
Banking and currency exchange .....	14
Contact information .....	15
Annex I: List of States Parties as of 1 January 2025 .....	16

Prepared by the Secretariat of the Assembly of States Parties, 27 June 2025.

## Introduction

At its ninth plenary meeting, on 6 December 2024, the Assembly of States Parties to the Rome Statute of the International Criminal Court (“the Assembly”) decided via Res. ICC-ASP/23/Res.1, annex I, para 16 (b), to convene a special session of the Assembly on the review of the amendments on the crime of aggression at the United Nations Headquarters in New York from 7 to 9 July 2025.

Invitations to the special session of the Assembly were sent to States and other entities on 29 January 2025 (Note verbale ICC-ASP/S-1/S/02).

The Assembly has a Bureau consisting of the President, two Vice-Presidents and 21 members elected by the Assembly from among the representatives of the States Parties for three-year terms. At the beginning of the twenty-second session on 4 December 2023, the Assembly elected H.E. Ms. Päivi Kaukoranta (Finland) to serve as President for the period 2023-2026. H.E. Mr. Michael Imran Kanu (Sierra Leone) and H.E. Ms. Margareta Kassangana (Poland) were elected to serve as Vice-Presidents. The other current members of the Bureau are: Belgium, Bolivia, Bosnia and Herzegovina, Brazil, Chile, Cyprus, Ecuador, Finland, Italy, Japan, Kenya, Latvia, New Zealand, Poland, Republic of Korea, Senegal, Sierra Leone, Slovenia, South Africa, Switzerland and Uganda.

## Venue and dates

The special session of the Assembly will be held from 7 to 9 July 2025 at the United Nations Headquarters, New York, United States.

## Opening of the session

The official opening of the special session will take place in the Trusteeship Council Chamber (United Nations General Assembly Building) at the United Nations Headquarters in New York on 7 July at 10:00 hours. Participants are requested to be seated in the Trusteeship Council Chamber by 9:45 hours. Please note that all times mentioned in the Handbook are Eastern Standard Time (EST).

The special session documentation can be found [here](#).

The *Rules of Procedure of the Assembly of States Parties* and other relevant publications can be accessed [here](#).

## Checklist for States

1. Delegates not holding a valid United Nations ground pass are advised to liaise through their permanent missions in New York for the issuance of United Nations ground passes.
2. States Parties: Submit credentials to the Secretariat of the Assembly of States Parties (“Secretariat”).
3. Observer States: Submit a notification to the Secretariat of the Assembly of States Parties with the names of the participants.

For more details and a sample credentials letter/notification letter, see [page 6 below](#).

## Registration

All States participants will need a valid United Nations grounds pass for access to all meetings of the Assembly at United Nations Headquarters. Delegates not holding a valid United Nations ground pass are advised to make the necessary arrangements through their permanent missions in New York. A letter stamped and signed by the Head of Chancery or Administrative Officer containing the names of the official representatives of the States must be uploaded onto the registration platform “**eRegistration system**” landing page at the eDelegate Portal (<https://edelegate.un.int/>) using the “**Attach delegations list**” blue button, followed by an online application for a United Nations grounds pass via the “eRegistration” system, not later than 25 June 2025. Once the online applications have been approved by the Protocol and Liaison Service, approval emails for each delegate will be sent to the respective permanent missions. Please be reminded that hard copies of the approval emails and passports of the delegates must be presented to the United Nations Pass and ID Office for issuance of the grounds passes.

Observers from international/intergovernmental organizations will have to obtain a United Nations grounds pass according to established United Nations procedures.

All non-governmental organizations wishing to attend the special session must submit a written request naming each of its representatives on official letterhead to the Secretariat or the Coalition for International Criminal Court (CICC) by 30 May 2025.

The Secretariat wishes to inform all NGO participants that there is a difference between accreditation and badging:

- a) Accreditation means that NGO participants are invited by the Secretariat to attend the special session.
- b) Badging is the process of obtaining permission to enter the premises where the Assembly is holding its the special session.

As the special session is held at the United Nations Headquarters, the badging process is determined by United Nations rules. **Accreditation of the NGOs by the Secretariat of the Assembly does not guarantee access to United Nations Headquarters.**

Access of NGOs to the Trusteeship Council Chamber is limited by the number of seats available in that room.

The United Nations Security will be able to issue Special Events Tickets, which will be name specific non-photo badges valid for the duration of the session allowing access to the Trusteeship Council Chamber. The following information will have to be collected and conveyed to the United Nations Security one week in advance of session for each participant:

1. First name as it appears in the government issued ID
2. Last name as it appears in the government issued ID

The Coalition for the International Criminal Court (CICC) will collect all the information and will decide which representatives of the NGOs would receive Special Event Tickets and access to the Trusteeship Council Chamber at the United

Nations Headquarters. All Special Event Tickets will be distributed by CICC representative prior to the session.

Furthermore, as the space in Trusteeship Council Chamber at the United Nations where the Assembly will be meeting will be limited, the access will be controlled by secondary day specific tickets which will be distributed daily on first come first serve basis by a representative from the CICC at the NGO registration desk located at the North East corner of the General Assembly Lobby (Sputnik area) . Both NGOs with ECOSOC consultative status as well as all other NGOs with Special Event Tickets must have this ticket in order to access Trusteeship Council Chamber. These secondary day specific tickets guarantee a seat in the Trusteeship Council Chamber. These tickets will be valid per day and provided to the Secretariat of the Assembly by the United Nations Security.

All NGOs with ECOSOC consultative status are advised to apply independently for annual or temporary passes through CSOnet (<https://ecosoc.un.org/en/ngo/grounds-pass>) directly via the UN. According to the UN website, they can request seven annual passes and up to nine temporary passes. If participants do not receive ECOSOC passes, they should contact the CICC directly as they could receive the abovementioned Special Event Tickets for duration of the conference.

In case of side events scheduled during the session, the Special Event Tickets would be issued separately for those rooms. The State organizing the respective side event would have to request the United Nations access pass (Special Event Ticket) for the NGO participants without the ECOSOC badges. The badges would have to be picked up at the United Nations Pass and ID office by the respective State that is requesting the badges and handed over directly to the attendees.

Within United Nations premises, all persons are required to comply with safety and security regulations, as well as the rules and procedures of the organization. Any act that disrupts the normal functioning of the organization's programmatic activities, such as public displays of any form, including, but not limited to, clothing, banners, placards or other written or visual means, as well as vocal/audio sounds, gatherings or demonstrations of any kind, including passive, is not allowed.

All individuals present on the United Nations premises are expected to fully cooperate with United Nations security officers at all times. Refusal to comply with applicable regulations may result in temporary detention or removal from or denial of access to the premises in accordance with Section 10 of the [United Nations Headquarters Agreement](#) and [ST/AI/2019/5](#), entitled "Authority of United Nations Security Officers".

## Credentials

### Credentials of States Parties

Pursuant to Rule 24 of the *Rules of Procedure of the Assembly of States Parties*, original credentials of representatives of States Parties and the names of alternates and advisers shall be submitted to the Secretariat, if possible, not later than 24h after the opening of the session. Advance scanned copies of credentials (preferably in PDF format) should be sent by e-mail to the Secretariat ([asp@icc-cpi.int](mailto:asp@icc-cpi.int)) on the understanding that original credentials will also be submitted not later than 24h after the opening of the session. The credentials shall be issued by the Head of State or Government or by the Minister of Foreign Affairs or by a person authorized by either of them.

Rule 26: Pending a decision of the Assembly upon their credentials, representatives of States Parties shall be entitled to participate provisionally in the Assembly.

### Sample of credentials letter for States Parties

[OFFICIAL LETTERHEAD]

*Addressed to: Secretariat of the Assembly*

Whereas [name of State Party] desires to be represented at the special session of the Assembly on the review of the amendments on the crime of aggression of the Assembly of States Parties to the Rome Statute of the International Criminal Court to be held in New York, from 7 to 9 July 2025,

Now therefore we [Head of State or Government or Minister of Foreign Affairs or person authorized by either] have appointed the following participants to represent [name of State Party] to the special session of the Assembly on the review of the amendments on the crime of aggression of the Assembly of States Parties to the Rome Statute of the International Criminal Court:

Special session in New York:

Representative (one): [name and title]

Alternate(s): [name(s) and title(s)]

Adviser(s): [name(s) and title(s)]

The representative has full powers to act and take decisions on behalf of the Government of [name of State Party]

[CERTIFIED WITH SIGNATURE AND SEAL]

## Notifications

### Notifications from Observer States

Pursuant to Rule 28 of the *Rules of Procedure of the Assembly of States Parties*, regarding original notification of participation of representatives of Observer States, the names of designated representatives of Observer States and of alternates and advisers who accompany them shall be submitted to the Secretariat. Advance scanned copies of notifications should be sent by e-mail to the Secretariat ([asp@icc-cpi.int](mailto:asp@icc-cpi.int)) on the understanding that original notifications will also be submitted.

### States not having observer status

Pursuant to Rule 94 of the *Rules of Procedure of the Assembly of States Parties*, at the beginning of each session of the Assembly, the President may, subject to the approval of the Assembly, invite a given State which is not a party and does not have observer status to designate a representative to be present during the work of the Assembly.

### Sample of notification from Observer States

[OFFICIAL LETTERHEAD]

*Addressed to: Secretariat of the Assembly*

The Embassy/Mission of [name of State] presents its compliments to the Secretariat of the Assembly of States Parties and has the honor to submit the composition of the [name of State] delegation to the special session of the Assembly on the review of the amendments on the crime of aggression of the Assembly of States Parties to the Rome Statute of the International Criminal Court to be held in New York, from 7 to 9 July 2025,

Special session in New York: Representative (one): [name and title]

Alternate(s): [name(s) and title(s)]

Adviser(s): [name(s) and title(s)]

The Embassy/Mission of [name of State] avails itself of this opportunity to renew to the Secretariat of the Assembly of States Parties the assurances of its highest consideration.

[CERTIFIED WITH SIGNATURE AND SEAL]

## **Participants**

According to the *Rules of Procedure of the Assembly of States Parties*, the following may take part in the sessions of the Assembly:

### **States**

All States Parties to the Rome Statute are entitled to participate in the meeting and will have the right to request the inclusion of supplementary items on the agenda, deliver statements, and to vote. Other States which have signed the Statute, or the Final Act are also invited to participate in the meeting as observers, without a right to vote. A State which is not a party and does not have observer status may be invited by the President subject to the approval of the Assembly.

Each State Party shall be represented by one representative, who may be accompanied by alternates and advisers. Each Observer State may be represented in the Assembly by one designated representative, who may be accompanied by alternates and advisers. The representative may designate an alternate or an adviser to act in his/her capacity.

### **Intergovernmental organizations and other entities**

Entities, (regional) intergovernmental organizations and other entities with a United Nations General Assembly standing invitation, as well as other international bodies who were invited to the Rome Conference, accredited to the Preparatory Commission or are invited by the Assembly, may participate as observers, without the right to vote. (See *Rules of Procedure*, Rule 92, for complete text).

### **Non-governmental organizations (NGOs)**

NGOs invited to the Rome Conference in 1998, registered to the Preparatory Commission for the International Criminal Court, or having consultative status with ECOSOC whose activities are relevant to the activities of the Court, and other NGOs invited by the Assembly may attend under the conditions laid down in the Assembly's *Rules of Procedure*. (See *Rules of Procedure*, Rule 93, for complete text).

### **International Criminal Court**

The President of the Court, the Prosecutor and the Registrar, or their representatives, may participate, as appropriate, in meetings of the Assembly and the Bureau in accordance with the provisions of the *Rules of Procedure* and may make oral or written statements and provide information on any question under consideration.

### **United Nations**

The United Nations has a standing invitation to participate, without the right to vote, in the work and deliberations of the Assembly. The Secretary-General of the United Nations, or a member of the United Nations Secretariat designated by him/her, may participate in the meetings of the Assembly and the Bureau. He/She may make oral or written statements concerning any question under consideration by the Assembly which pertains to United Nations activities and provide information as appropriate.

*Participating States, intergovernmental organizations and non-governmental organizations are responsible for the costs of participation of their delegates.*

## Media

The Assembly of States Parties to the Rome Statute of the International Criminal Court (“the Assembly”) will hold its special session on the review of the amendments on the crime of aggression at United Nations Headquarters in New York, from 7 to 9 July 2025.

Journalists wishing to cover the session and related events must submit an official letter of assignment or copy of their press card via e-mail to [asp@icc-cpi.int](mailto:asp@icc-cpi.int).

The application period for accreditation starts on Monday, 23 June and closes on Tuesday, 8 July 2025 at 17:00 hours EST.

Media representatives are advised to consult the [website](#) of the United Nations Media Accreditation and Liaison Unit (MALU) in advance of the session in order to apply for the required media accreditation at the United Nations Headquarters. No admittance will be allowed to any of the scheduled events without prior accreditation. Journalists already accredited with the United Nations do not need to submit the letter of assignment or copy of their press card, but are requested to confirm their participation via e-mail to [asp@icc-cpi.int](mailto:asp@icc-cpi.int). For escort into media designated area within Trusteeship Council Chamber where the Assembly will be meeting, please go to MALU office located in room S-250 on the second floor of the UN Secretariat building.

Accredited correspondents without cameras are permitted access to open meetings in designated areas (press gallery) within Trusteeship Council Chamber. However, according to rule 42 of the Rules of Procedure of the Assembly of States Parties, the Assembly may decide that if exceptional circumstances arise, its meetings may be held in private.

Photo/video correspondents interested in taking photographs and/or filming inside Trusteeship Council Chamber where the Assembly is holding its session can cover the open meetings from the designated media booths with MALU escort.

Audio/video recordings are permitted only during plenary meetings of the Assembly, excluding elections.

Further information about the special session can be found on the Assembly [website](#).

N.B.: The Assembly of States Parties does not deal with visa issues. Members of the media are responsible for obtaining an appropriate visa to travel into the United States of America, if needed. Visa may be obtained from a diplomatic or consular mission of the United States of America in the country of residence.

For additional information please contact Mr. Jose Rodrigo Moreno at +31 65 009 3262 or via email at [Jose.Moreno@icc-cpi.int](mailto:Jose.Moreno@icc-cpi.int).



## **Visa information**

For visas to the United States, States should follow standard procedure.

The U.S. Consulate in the Netherlands encourages diplomatic and official personnel traveling to New York for the special session of the Assembly to reach out to [AmsterdamDiplomats@state.gov](mailto:AmsterdamDiplomats@state.gov) as soon as possible to obtain an appropriate visa. Applicants will receive specific instructions via email on completing the visa application. Any official visa requires a note verbale from a respective Embassy stating the dates and purpose of travel. Applicants traveling on official business usually have their appearance waived but if an interview is needed, the consulate will make arrangements for an appointment outside of the normal visa appointment process.

## **Provisional agenda, work programme and ASP Journal**

The provisional agenda for the special session of the Assembly is contained in document ICC-ASP/S-1/1/Rev.1 and can be found on the website of the Assembly [here](#).

In view of the crucial nature of the matter to be discussed by the Assembly at the special session and the need to reach important decisions, Government representation at the highest possible political level is strongly encouraged. Governments are also encouraged to include in their delegations' representatives of central authorities and other Government representatives with expertise in the issues covered in the agenda.

In addition, the provisional programme of work, as approved by the Bureau, is available [here](#).

The daily ASP Journal containing information on meetings, side-events, and announcements is available on the webpage of the Assembly. The programme of the meetings will be included in the ASP Journal, which will be issued digitally on a daily basis and will specify conference rooms and times of meetings [here](#).

## **Languages**

For the plenary and the meetings of the Working Groups taking place in the Trusteeship Council Chamber, simultaneous interpretation into Arabic, English, French and Spanish will be provided.

## **Seating arrangements**

States Parties will be seated in English alphabetical order, starting with the State drawn by lots (Senegal for the special session). Observer States and invited States will be seated in alphabetical order behind the States Parties. Two designated seats, one at the table with a microphone and one behind, will be provided to each State. International/intergovernmental organizations, representatives of the Court, and NGOs will be seated in designated areas.

## **Meetings**

The plenary meetings of the Assembly with general membership shall be held in public, unless the Assembly decides that exceptional circumstances require that

the meetings shall be held in private. As a general rule, meetings of the Bureau and of subsidiary bodies with limited membership shall be held in private, unless the body concerned decides otherwise.

Unless otherwise indicated, morning meetings will be held from 10:00 to 13:00 hours; afternoon meetings from 15:00 to 18:00 hours.

The plenary sessions will be live streamed via the [UN Web TV](#) in floor, Arabic, English, French and Spanish language.

## Decision-making

Every effort shall be made to reach decisions for the special session of the Assembly and in the Bureau by consensus. If consensus cannot be reached, decisions shall be taken by vote. Each State Party shall have one vote. Decisions on matters of substance must be approved by a two-thirds majority of States Parties present and voting. Decisions on matters of procedure shall be taken by a simple majority of States Parties present and voting. States Parties are reminded of article 112, paragraph 8, of the Rome Statute of the International Criminal Court which reads:

*“A State Party which is in arrears in the payment of its financial contributions towards the costs of the Court shall have no vote in the Assembly and in the Bureau if the amount of its arrears equals or exceeds the amount of the contributions due from it for the preceding two full years. The Assembly may, nevertheless, permit such a State Party to vote in the Assembly and in the Bureau if it is satisfied that the failure to pay is due to conditions beyond the control of the State Party.”*

As at 09 June 2025, there were 15 States in arrears.

## General debate

The General debate will take place on Monday, 7 July 2025 during the first plenary meeting after the opening segment as well as in the afternoon of 7 July 2025 from 15:00 to 18:00 hours.

As per Bureau decision, dated 26 June 2025, the modalities of holding the General debate shall include only in-person statements to be delivered during the General debate. Ministers, Vice-Ministers and State Secretaries will be given precedence on the list. Time slots will be allocated on first-come first-serve basis with States Parties being given priority.

In accordance with rule 50 of the *Rules of Procedure*, delegations are kindly reminded to deliver statements of no more than two and half minutes. In order to accommodate all speakers this time limit shall be strictly observed. The list of speakers would be prepared on the basis of the agreed two and half minute statement by each delegation. All statements would be delivered from national seats.

Given the time constraints, States and other speakers inscribed on the list of speakers that may not be accommodated during the General debate plenary would be invited to submit written statements in lieu of in-person statements, which would be posted on the webpage of the Assembly. States may also submit written statements only, instead of in-person statements, which would be posted on the webpage of the Assembly.

Delegations wishing to submit written statements for posting on the Assembly webpage should send them to the Secretariat by the end of 7 July 2025 CET (Central European Time).

Each delegation will be allocated one slot only. Delegations are advised that any changes to the level of representation for the general debate of the special session should be communicated as soon as possible to the focal point of the Secretariat dealing with the general debate, Mr. Jose Rodrigo Moreno at [Jose.Moreno@icc-cpi.int](mailto:Jose.Moreno@icc-cpi.int) with copy to Ms. Estera Luteranova at [Estera.Luteranova@icc-cpi.int](mailto:Estera.Luteranova@icc-cpi.int).

## Statements

The Secretariat will apply a paperless-approach endorsed by the Bureau as it continues its endeavors to increase the efficiency of meetings. Written statements will not be distributed in the conference room.

### *Pre-delivery*

Speakers at the special session of the Assembly of States Parties are advised that providing in advance digital copies of prepared statements which they intend to read out in the Assembly greatly facilitates the work of the Secretariat. Although interpretations rely upon the statement actually delivered, copies of texts help interpreters to correctly render details and nuances. In the absence of a digital copy, speakers are requested to provide 20 copies of their statements, as early as possible in advance of delivery.

### *Post-delivery*

Delegations are invited to send by e-mail an electronic copy of their statement(s), in one or more of the four official languages, to ensure timely posting of the text on the Assembly website. Statements should be sent to: [asp@icc-cpi.int](mailto:asp@icc-cpi.int) by 7 July 2025.

In accordance with the Bureau's decision on paper-less conference serving, delegations and all participants are requested to provide to the Secretariat digital versions of their statements, preferably in advance of the meetings ([asp@icc-cpi.int](mailto:asp@icc-cpi.int)).

Written statements shall not be reproduced at the expense of the Assembly and shall not be issued as official documents.

## Distribution of official documents

In accordance with the Bureau's decision on pursuing a paper-less approach to documentation for the special session, pre-session documentation will no longer be made available to delegations.

All pre-session documentation in official languages is available [here](#).

As the special session strives to have a paper-less approach and as per decision by the Bureau dated 8 September 2021, the in-session documentation will not be distributed in the conference room. Any document, paper or statement that representatives wish to circulate in the room can only be distributed by the conference officers once the distribution is authorized by the presiding officer. In such cases, representatives are requested to provide 250 copies to the conference room officer.

## **Booking of meeting rooms**

Rooms for meetings of regional groups and other major groupings of States should be reserved by chairpersons of those groups.

Rooms for other informal meetings of States will need to be reserved by a Permanent Mission according to established United Nations practice.

## **Security and safety**

Restrictions will be in place on the use of cellular telephones, radio transmitters, recording devices and camera equipment inside the conference area.

Delegates are reminded not to leave briefcases or any valuable items unattended in the meeting rooms. Participants are advised to carry their valuables safely, especially at railway stations and while on public transport.

## **Emergency and medical service**

The Division provides medical assistance to delegates and members of diplomatic missions to the United Nations. A medical clinic is situated at 405 E 42<sup>nd</sup> Street, 5<sup>th</sup> floor and is open Monday to Friday from 9am to 4pm. Telephone: (212) 963-7080 (reception), Email: [unhqclinic@un.org](mailto:unhqclinic@un.org).

For emergencies within the United Nations during office hours the number is (212) 963-7777; outside office hours (nights, holidays and weekends) the emergency number is (212) 963-6666.

In case of an emergency outside the United Nations call **911**.

## **Social and side-events**

Side events may be organized during the special session, from 7 to 9 July 2025, and should not overlap with the meetings of the special session, in order to be reflected in the official Journal. Further details regarding organization of the side events are reflected in the “[Guidelines for the preparation and conduct of sessions of the Assembly](#)”, which are available on the Assembly webpage.

At United Nations Headquarters, the Secretariat is not in charge of room allocation for side events nor does the Secretariat cover any costs associated with these events. Delegations interested in organizing side events must request a conference room directly with the United Nations via their respective Permanent Missions. All associated services and required equipment, such as interpretation, supplementary IT equipment or catering, are the responsibility of the organizers and must also be booked via the respective Permanent Mission.

The United Nations has indicated that interpretation services would only be provided from 10:00 to 13:00 and from 15:00 to 18:00. However, organizers have the option to bring interpreters for their side-events but have to inform Meetings Management Section (MMS) accordingly so that the MMS can provide instructions. Side-event organizers are responsible for organizing access for their interpreters and cover all related charges.

The sale of any printed materials or goods at United Nations Headquarters during the side events or at any other time is strictly prohibited.

For any gMeets assistance, please call the main lines for MMS: (212) 963-8114/963-7351.

Please kindly note that the Secretariat does not send invitations to side events. The invitations should be sent by organizers for their respective side event.

Once the conference room is reserved, please let the Secretariat know the title of the event, names of the organizers, date, time and venue to be included in the ASP Journal. Please send an email to [Jose.Moreno@icc-cpi.int](mailto:Jose.Moreno@icc-cpi.int) with copy to [Ester.Luteranova@icc-cpi.int](mailto:Ester.Luteranova@icc-cpi.int). Modifications to the ASP Journal will be reflected in the following version.

The United Nations does not allow food or beverages in the conference rooms. Catering can be arranged directly outside of the conference rooms by contacting United Nations catering via email at [lhayden@culinartinc.com](mailto:lhayden@culinartinc.com) or by phone at +1 212 963 7029.

Issuance of badges is controlled by United Nations Security. Access to side-events by the NGOs will depend on securing the required access badge. ECOSOC consultative status NGOs and those NGOs with three-day passes will be allowed into the rooms, space permitting.

If a side event participant is not a delegate or in case of non-governmental organizations, does not holds ECOSOC photo badge,, the organizing State must request the United Nations access pass on the participant's behalf. Respective Permanent Missions are advised to send a list of additional side events attendees to United Nations Security at [security\\_service\\_coordinator@un.org](mailto:security_service_coordinator@un.org), with copy to Captain Dorcus Lourien ([dorcus.lourien@un.org](mailto:dorcus.lourien@un.org)), Lieutenant Janelle Hamlet ([janelle.hamlet@un.org](mailto:janelle.hamlet@un.org)) and Sergeant Timothy Maweu ([maweu@un.org](mailto:maweu@un.org)) in order to receive name-specific event tickets (SET badges). The request should be submitted at least two working days prior to the side event by a representative of the Permanent Mission organizing the side event with authorised signatory copied in the message. The badges would have to be picked up at the United Nations Pass and ID office by the Permanent Mission requesting the badges and handed over directly to the attendees.

## **Accessibility for persons with disabilities**

Attendees who require assistance or accommodation in the application of health and safety measures due to disabilities should contact the Secretariat via email at [asp@icc-cpi.int](mailto:asp@icc-cpi.int).

## **Hotels**

All participants are solely responsible for the reservations and payments of hotel rooms and, if necessary, contacting his or her permanent mission for assistance.

## **Telephone and internet facilities**

Extensions within the United Nations are preceded by the 963 or 367 prefixes. Direct internal calls can be made by dialling the access code "3" or "7" plus the extension. The main listed number of the United Nations is +1 (212) 963-1234.

## **Parking**

Parking for delegates at the United Nations should be arranged by Permanent Missions according to established United Nations practice.

## **Taxis**

At airports you are advised not to accept a ride from unlicensed taxis but to go to the taxi stand where you will be given an indication of the fare to your destination.

## **Public transportation**

The United Nations Headquarters is at walking distance from Grand Central Station.

Fare for most riders on subways and local, limited, and select bus service buses is \$2.90. Commuters can tap to pay a fare with a contactless credit/debit card, smartphone, or OMNY card, or pay with a MetroCard. Prepaid transport MetroCards can be used both on the bus and the subway, and can be bought at all subway stations. Further information is available [here](#).

## **Banking and currency exchange**

In the area of Grand Central Station there are many currency exchange facilities. Credit cards are widely accepted.

ATM machines in the vicinity:

2 United Nations Plaza, 3rd floor (East 44th Street, between First and Second Avenues)

General Assembly Building, Visitors' Lobby (first basement level)

820 Second Avenue (street level)

Many shops stay open until late. Some supermarkets stay open all night.

## **Contact information**

### **Secretariat of the Assembly of States Parties**

#### **Mailing address**

P.O. Box 19519  
2500 CM The Hague  
The Netherlands

#### **Street address**

Oude Waalsdorperweg 10  
2597 AK The Hague  
The Netherlands

#### **Phone/Email**

Phone: +31 (0)70 799 6500  
General Email: [asp@icc-cpi.int](mailto:asp@icc-cpi.int)

Ms. Gabrielle McIntyre  
Director of the Secretariat of the Assembly of States Parties  
*Secretary of the Assembly*

Mr. Fakhri Dajani  
Executive Secretary to the Committee on Budget and Finance<sup>1</sup>

Ms. Gaile Ramoutar  
Legal Officer

Mr. Aaron Matta  
Legal Officer

Ms. Estera Luteranová  
Special Assistant to the Director

Mr. Jose Rodrigo Moreno  
Special Assistant to the Director

Ms. Fabiola Dina-Van Der Hert  
Senior Administrative Assistant

Mr. Olalekan da Silva  
Administrative Assistant

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<sup>1</sup> Position is subject to para 89 of resolution ICC-ASP/23/Res.1.

## Annex I

### List of States Parties\*

<b>A</b>	France	Nigeria
Afghanistan		North Macedonia
Albania	<b>G</b>	Norway
Andorra	Gabon	
Antigua and Barbuda	Gambia	<b>P</b>
Argentina	Georgia	Panama
Armenia	Germany	Paraguay
Australia	Ghana	Peru
Austria	Greece	Poland
	Grenada	Portugal
<b>B</b>	Guatemala	
Bangladesh	Guinea	<b>R</b>
Barbados	Guyana	Republic of Korea
Belgium		Republic of Moldova
Belize	<b>H</b>	Romania
Benin	Honduras	
Bolivia (Plurinational State of)	Hungary	<b>S</b>
Bosnia and Herzegovina		Saint Kitts and Nevis
Botswana	<b>I</b>	Saint Lucia
Brazil	Iceland	Saint Vincent and the
Bulgaria	Ireland	Grenadines
Burkina Faso	Italy	Samoa
	<b>J</b>	San Marino
<b>C</b>	Japan	Senegal
Cabo Verde	Jordan	Serbia
Cambodia		Seychelles
Canada	<b>K</b>	Sierra Leone
Central African Republic	Kenya	Slovakia
Chad	Kiribati	Slovenia
Chile		South Africa
Colombia	<b>L</b>	Spain
Comoros	Latvia	State of Palestine
Congo	Lesotho	Suriname
Cook Islands	Liberia	Sweden
Costa Rica	Liechtenstein	Switzerland
Côte d'Ivoire	Lithuania	
Croatia	Luxembourg	<b>T</b>
Cyprus		Tajikistan
Czech Republic	<b>M</b>	Timor-Leste
	Madagascar	Trinidad and Tobago
<b>D</b>	Malawi	Tunisia
Democratic Republic of the	Maldives	
Congo	Mali	<b>U</b>
Denmark	Malta	Uganda
Djibouti	Marshall Islands	Ukraine
Dominica	Mauritius	United Kingdom of Great
Dominican Republic	Mexico	Britain and Northern Ireland
	Mongolia	United Republic of Tanzania
<b>E</b>	Montenegro	Uruguay
Ecuador		
El Salvador	<b>N</b>	<b>V</b>
Estonia	Namibia	Vanuatu
	Nauru	Venezuela (Bolivarian
<b>F</b>	Netherlands	Republic of)
Fiji	New Zealand	
Finland	Niger	<b>Z</b>
		Zambia

\* As of 1 January 2025, 125 countries are States Parties to the Rome Statute of the International Criminal Court. Out of them 33 are African States, 19 are Asia-Pacific States, 20 are from Eastern Europe, 28 are from Latin America and the Caribbean, and 25 are



from Western Europe and other States. United Nations Treaty Collection link to the Rome Statute of the ICC:  
[https://treaties.un.org/Pages/ViewDetails.aspx?src=TREATY&mtdsg\\_no=XVIII-10&chapter=18&clang=en](https://treaties.un.org/Pages/ViewDetails.aspx?src=TREATY&mtdsg_no=XVIII-10&chapter=18&clang=en).