

Reference: ICC-ASP/22/SP/04

The Secretariat of the Assembly of States Parties presents its compliments to States Parties and with reference to its note verbale ICC-ASP/22/S/03 of 13 January 2023, has the honour to request that the credentials of representatives for the twenty-second session of the Assembly, to be held in New York from 4 to 14 December 2023, 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 twenty-second session. The credentials should be submitted in an official language of the Assembly of States Parties.

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 e-mail to asp@icc-cpi.int.

As of 4 December 2023, original credentials for the twenty-second 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 twenty-second session. Delegates not holding a valid United Nations ground pass are advised to liaise 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 sent to the Chief of Protocol of the United Nations, followed by online application of United Nations grounds pass via the “eRegistration” system available at the eDelegate Portal (<https://edelegate.un.int/>), not later than 22 November 2023. Once the online applications have been approved by the Protocol Office, approval emails for each delegate will be sent to the permanent missions. Please be reminded that hard copies of the approval emails must be presented to the United Nations Pass and ID Office for issuance of the grounds passes.

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

The Hague, 13 January 2023

