



Reference: ICC-ASP/S-2/SP/101

The Secretariat of the Assembly of States Parties to the Rome Statute of the International Criminal Court presents its compliments to States Parties and with reference to its note verbale ICC-ASP/S-2/S/100 of 23 June 2026, has the honour to request that the credentials of representatives for the special session of the Assembly on disciplinary proceedings involving an elected official, to be held in New York on 24 July 2026, 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, credentials should be issued by the Head of State or Government, by the Minister for Foreign Affairs or by a person authorized by either of them. They should be submitted in an official language of the Assembly and contain the name of the representative of the State to the special session, as well as the names of any alternates and advisers. Changes to the names of alternates and advisers should be communicated in writing to the Secretariat by the representative of the State.

Credentials should be submitted by 23 July 2026 to the Secretariat of the Assembly of States Parties, Room A.00.49, Oude Waalsdorperweg 10, 2597 AK, The Hague, the Netherlands. Electronic copies may be sent via e-mail to asp@icc-cpi.int. As of 24 July 2026, credentials should be delivered directly to the Secretariat of the Assembly in New York, as soon as possible after the opening of the session.

The Secretariat wishes to note that a United Nations grounds pass is required for access to the United Nations premises during the special session. Members of the official delegations not holding a valid United Nations grounds pass are advised to make the necessary arrangements through their respective 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://e-delegate.un.org/>) 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 20 July 2026. Once the online applications have been approved by the Protocol and Liaison Service, approval emails for each delegate will be sent to the registration focal points of 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.

Additional information regarding the special session is available on the website of the Assembly (<https://asp.icc-cpi.int/>).

The Secretariat of the Assembly of States Parties avails itself of this opportunity to renew to States Parties the assurances of its highest consideration.

The Hague, 25 June 2026

