

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

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**HANDBOOK FOR PARTICIPANTS**

6 November 2018



**Seventeenth session:**

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World Forum Convention Center - The Hague  
5 to 12 December 2018

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## CONTENTS

PAGE	
1	<b>Introduction</b>
1	<b>Venue and dates</b>
1	<b>Opening of the session</b>
1	<b>On-line addresses for: <i>Rules of Procedure; ASP documentation</i></b>
1	<b>Checklist for States</b>
2	<b>Registration</b>
3	<b>Credentials</b>
3	<b>Notifications</b>
4	<b>Participants</b>
5	<b>Media</b>
6	<b>List of participants</b>
6	<b>Provisional Agenda, Work Programme and ASP Journal</b>
6	<b>Languages</b>
6	<b>Seating arrangements</b>
6	<b>Meetings</b>
7	<b>Decision-making</b>
7	<b>Elections</b>
7	<b>General debate</b>
8	<b>Statements</b>
9	<b>Distribution of official documents</b>
9	<b>Booking of meeting rooms</b>
9	<b>Photocopying</b>
9	<b>Security &amp; safety</b>
9	<b>Emergency and medical services</b>
9	<b>Social and side-events</b>
10	<b>Hotels</b>
10	<b>Catering</b>
10	<b>Catering for side-events</b>
10	<b>Telephone and internet facilities</b>
10	<b>Parking</b>
10	<b>Taxis</b>
11	<b>Public transportation</b>
11	<b>Banking and currency exchange</b>
11	<b>Shops</b>
11	<b>Cloakroom</b>
12	<b>Contact information</b>
13	<b>Annex I: List of States Parties as of 9 October 2018</b>

## INTRODUCTION

At its thirteenth plenary meeting, on 14 December 2017, the Assembly of States Parties to the Rome Statute of the International Criminal Court (the Assembly) decided to convene its seventeenth session in The Hague, The Netherlands from 5 to 12 November 2018.

Invitations to the seventeenth session of the Assembly were sent to States and other entities on 13 March 2018 (Note verbale ICC-ASP/17/S/01).

The Assembly has a Bureau consisting of the President, two Vice-Presidents and 18 members elected by the Assembly from among the representatives of the States Parties for three-year terms. At the beginning of the sixteenth session, the Assembly elected H. E. Mr. O-Gon Kwon (Republic of Korea) to serve as President for the period 2018-2020. H. E. Mr. Momar Diop (Senegal)<sup>1</sup> and H.E. Mr. Michal Mlynár (Slovakia) were elected to serve as Vice-Presidents. The other current members of the Bureau are: Argentina, Australia, Austria, Colombia, Côte d'Ivoire, Denmark, Ecuador, Estonia, France, Gambia, Ghana, Japan, Mexico, Netherlands, Republic of Korea, Senegal, Serbia, Slovakia, Slovenia, State of Palestine and Uganda.

## VENUE AND DATES

The seventeenth session of the Assembly will be held from 5 to 12 December 2018 in the World Forum Convention Center (WFCC), Churchillplein 10, The Hague (Den Haag), the Netherlands.

## OPENING OF THE SESSION

The official opening of the seventeenth session will take place in the World Forum Theater at the World Forum Convention Center on 5 December 2018 at 10:00 hours. Participants are requested to be seated in the World Forum Theater by 09:45 hours.

Seventeenth session documentation, including the *Rules of Procedure of the Assembly of States Parties* can be found online at:

[https://asp.icc-cpi.int/EN\\_Menus/asp/sessions/documentation/17th-session/pages/default.aspx](https://asp.icc-cpi.int/EN_Menus/asp/sessions/documentation/17th-session/pages/default.aspx)

## CHECKLIST FOR STATES:

- 1) Register each participant by using the registration form
- 2) States Parties: Submit credentials to the Secretariat of the Assembly of States Parties
- 3) Observer States: Submit a notification to the Secretariat of the Assembly of States Parties with the names of participants

*For more details and sample credentials letter/notification letter, see page 3 below*

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<sup>1</sup> On 16 March 2018, H.E. Mr. Momar Diop had submitted his resignation as Vice-President of the Assembly effective 19 March 2018. In light of the resignation, the President of the Assembly proposed and the Bureau agreed to add an item to the provisional agenda of the seventeenth session of the Assembly entitled, "Election of a Vice-President".

## REGISTRATION

All States participants are advised that they will be admitted to the conference only upon presentation of a Conference pass. The registration form was disseminated to all States via email on 12 September 2018 and can also be accessed at the following link:  
[https://asp.icc-cpi.int/EN\\_Menus/asp/sessions/documentation/17th-session/pages/default.aspx](https://asp.icc-cpi.int/EN_Menus/asp/sessions/documentation/17th-session/pages/default.aspx).

NGOs wishing to attend the seventeenth session must submit a written request naming each of its representatives on official letterhead to the ASP Secretariat or to the Coalition for the International Criminal Court (CICC) by 16 November 2018. NGO representatives will have to present the letter issued by the ASP Secretariat, confirming their eligibility to attend the seventeenth session, to the registration desk to obtain a Conference pass.

The on-site registration of participants will start at the World Forum Convention Center on Tuesday, 4 December as of 11:00 hours and from 5 to 12 December from 8:00 to 16:00 hours, except Sunday, 8 December. Conference passes will be issued upon presentation of valid identification, preferably a passport.

Delegates who have submitted the registration forms by Friday, 30 November, 18:00 (CET) can collect their badges (and for the rest of the delegation not based in The Hague) as of Tuesday, 4 December, as of 11:00 at the registration desk at the World Forum Convention Centre.

The Hague based delegates of States who are in possession of an ICC badge, do not need to submit a registration form, as they can access the premises with the ICC badge.

Given the large number of participants expected, delegates arriving before the opening of the session are encouraged to register as early as possible.

During registration, Governments should ensure that the registration form includes individual email address of each member of the delegation. Providing the individual e-mail addresses will ensure that all representatives receive any additional information that the Secretariat might need to send with regard to the seventeenth session.

**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 should be sent by e-mail to the Secretariat (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]**

*Address to Secretariat of the Assembly*

Whereas [*name of State Party*] desires to be represented at the seventeenth session of the Assembly of States Parties to the Rome Statute of the International Criminal Court to be held in The Hague, from 5 to 12 December 2018,

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 seventeenth session of the Assembly of States Parties to the Rome Statute of the International Criminal Court:

Seventeenth session in The Hague:

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) 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]**

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 seventeenth session of the Assembly of States Parties to the Rome Statute of the International Criminal Court to be held in The Hague, from 5 to 12 December 2018,

Seventeenth session in The Hague:

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 (UNGA) 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 UN, or his/her designated member of the UN Secretariat, 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 Governments, intergovernmental organizations and non-governmental organizations are responsible for the costs of participation of their delegates.*

## **MEDIA**

Journalists wishing to cover the session and related events must submit an official letter of assignment or copy of their press card along with the completed accreditation form to the Secretariat (by e-mail to [esterluteran@gmail.com](mailto:esterluteran@gmail.com) or by fax to: +31-70-515-8376). Please find the accreditation form at the following link:

[https://asp.icc-cpi.int/EN\\_Menu/asp/sessions/documentation/17th-session/pages/default.aspx](https://asp.icc-cpi.int/EN_Menu/asp/sessions/documentation/17th-session/pages/default.aspx)

The application period for accreditation starts on Tuesday, 20 November and closes on Tuesday, 11 December at 17:00 hours CET.

Press badges will be issued and handed out at the World Forum to journalists that have received accreditation upon presentation of a passport or a valid ID with photo. Only those representatives of the media possessing press badges will be given access to meetings and special events that will be open to the media.

Accredited correspondents are permitted access to open meetings in designated areas within the conference room. However, according to rule 42 of the Rules of Procedure and Evidence, the Assembly may decide that if exceptional circumstances arise, its meetings may be held in private.

Media crews interested in filming inside the World Forum Convention Center are kindly reminded that they should always liaise with the focal point from the Secretariat of the Assembly, Ms. Estera Luteranova, in order to obtain film authorization from the President of the Assembly, after which they would be escorted to the area reserved for that purpose. Any other requests for filming, particularly on the floor of the conference room where the Assembly is convening its session, should be cleared through the focal point from the Secretariat.

Audio/video recordings are permitted only during plenary meetings of the Assembly, which include general debate. There might be limitations on video/audio recording depending on whether any voting takes place during the session. If that is the case, film crews might be required to move to the part of the conference room from where the confidentiality of the vote would not be compromised.

Further information about the seventeenth session can be found on the Assembly website at [https://asp.icc-cpi.int/EN\\_Menu/asp/sessions/documentation/17th-session/pages/default.aspx](https://asp.icc-cpi.int/EN_Menu/asp/sessions/documentation/17th-session/pages/default.aspx)

For schedule of official and unofficial meetings please refer to the daily ASP Journal: [https://asp.icc-cpi.int/en\\_menus/asp/sessions/documentation/17th-session/Pages/ASP17-Journals.aspx](https://asp.icc-cpi.int/en_menus/asp/sessions/documentation/17th-session/Pages/ASP17-Journals.aspx).

Journalists are invited to follow the President of the Assembly, H.E. Mr. O-Gon Kwon, on Twitter @ICC\_PASP.

For additional information please contact Ms. Estera Luteranova at [esterluteran@gmail.com](mailto:esterluteran@gmail.com).

## LIST OF PARTICIPANTS

A digital draft list of participants will be produced during the course of the seventeenth session.

## PROVISIONAL AGENDA, WORK PROGRAMME AND ASP JOURNAL

The provisional agenda for the seventeenth session of the Assembly is contained in document ICC-ASP/17/1/Rev.2 and can be found at the website of the Assembly:

[https://asp.icc-cpi.int/EN\\_Menu/asp/sessions/documentation/17th-session/pages/default.aspx](https://asp.icc-cpi.int/EN_Menu/asp/sessions/documentation/17th-session/pages/default.aspx)

In view of the crucial nature of the matters to be considered by the Assembly at the 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 can be found at the following link:

[https://asp.icc-cpi.int/iccdocs/asp\\_docs/ASP17/ASP17.provworkprog.22oct18.1155.pdf](https://asp.icc-cpi.int/iccdocs/asp_docs/ASP17/ASP17.provworkprog.22oct18.1155.pdf)

The daily ASP Journal containing information on meetings, side-events, and announcements will be available on the LCD screen upon entering the Assembly of States Parties section of the World Forum Convention Center, as well as on the ICC web site on the following link:

[https://asp.icc-cpi.int/en\\_menus/asp/sessions/documentation/17th-session/Pages/ASP17-Journals.aspx](https://asp.icc-cpi.int/en_menus/asp/sessions/documentation/17th-session/Pages/ASP17-Journals.aspx).

## LANGUAGES

Arabic, Chinese, English, French, Russian and Spanish are the official languages, as well as the working languages, of the Assembly.

For the Plenary and the meetings of the Working Groups taking place in the World Forum Theatre simultaneous interpretation into Arabic, English, French and Spanish will be provided.

Each seat in the World Forum Theater of the World Form Convention Center for which simultaneous interpretation is available will be equipped with a portable receiving set and headphone. **Participants are requested not to remove that equipment from the meeting rooms so that it may be checked periodically and the batteries may be recharged if necessary.**

## SEATING ARRANGEMENTS

States Parties will be seated in English alphabetical order, starting with the State drawn by lots (Malawi for the seventeenth session). Four designated seats, two of which will be at a table, will be provided to each State Party. Observer States and invited States will be seated in alphabetical order behind the States Parties. International/Intergovernmental organizations, representatives from the Court, and NGOs will be seated in designated areas.

## MEETINGS

The meetings of the Assembly and of its subsidiary bodies 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.

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: [https://asp.icc-cpi.int/en\\_menus/asp/sessions/documentation/17th-session/Pages/ASP17-Journals.aspx](https://asp.icc-cpi.int/en_menus/asp/sessions/documentation/17th-session/Pages/ASP17-Journals.aspx).

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

## **DECISION-MAKING**

Every effort shall be made to reach decisions in 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 30 September 2018, there were 13 States in arrears.

## **ELECTIONS**

At the seventeenth session in The Hague, the Assembly shall proceed with the election of a Vice-President, nine members of the Advisory Committee on nominations of judges and five members of the Board of Directors of the Trust Fund for Victims.

In accordance with article 112, paragraph 8, of the Rome Statute, States in arrears would not be able to vote at the seventeenth session.

More information on the elections as well as nominations can be found at [https://asp.icc-cpi.int/EN\\_Menus/asp/sessions/documentation/17th-session/pages/default.aspx](https://asp.icc-cpi.int/EN_Menus/asp/sessions/documentation/17th-session/pages/default.aspx)

## **GENERAL DEBATE**

The general debate will take place on the first day of the Assembly, i.e. Wednesday, 5 December, from 15:00 to 18:00 and on the second day, Thursday, 6 December, from 10:00 to 13:00 and from 15:00-18:00. Delegations are invited to inscribe themselves on the list of speakers as of 24 October 2018 (Central European Time) by contacting the Secretariat via fax (+31 70 515 8376) or email (asp@icc-cpi.int), with an indication of their preferred segment (morning or afternoon). If possible, the Secretariat would welcome receiving the name and the title of the speaker. Ministerial level representatives will be accorded precedence on the list.

In accordance with rule 50 of the Rules of Procedure and with previous decisions of the Assembly, delegations are kindly reminded to deliver statements of **no more than 5 minutes** and the list of speakers has been prepared on the basis of the agreed 5-minute statement by

each delegation. In order to assist the speakers with the timely delivery of their statements, a light mechanism will be installed at the rostrum.

Each delegation will be allocated one slot only, irrespective of the level of representation. Delegations are advised that any changes to the level of representation for the general debate of the seventeenth session should be communicated as soon as possible to the focal point of the Secretariat dealing with the general debate, Ms. Gabrijela Filipović, at: [Gabrijela.Filipovic@icc-cpi.int](mailto:Gabrijela.Filipovic@icc-cpi.int).

Furthermore, in accordance with the past practice of the Assembly, the States may wish to participate in the general debate by making written submissions, which would be posted on the website of the Assembly. The President of the Assembly wishes to invite States in a position to do so to submit written statements only.

## STATEMENTS

Representatives wishing to circulate statements to all participants are requested to provide 250 copies to the Meeting Room Attendant, who will be located in the front of the meeting room.

Alternatively, representatives who do not wish to have their statements circulated but would still wish to help ensure that the impact of their words is equally strong in all languages, are requested to read at a reasonable speed and to hand in 20 copies of the statement for distribution to the President, Rapporteur, Secretariat, and interpreters.

In either case, copies of statements should be delivered to the Meeting Room Attendant before the speaker takes the floor, preferably at the start of the meeting, to allow sufficient time for distribution of statements to the interpreters. Conference participants are reminded that the Secretariat will not be in a position to offer reproduction services for such texts.

If written texts are provided in more than one official language, delegations should indicate clearly which of those texts is to be accepted as the official text. Furthermore, delegates should specify whether that official text will be read out as written or if it should be checked against delivery, in which case the words “check against delivery” should be clearly indicated on the top right corner of the first page.

Other written statements submitted by the designated representatives of entities, intergovernmental organizations and other entities that have received a standing invitation from the General Assembly of the United Nations, regional intergovernmental organizations or other accredited international bodies and non-governmental organizations shall be made available by the ASP Secretariat to representatives of the States Parties and Observer States in the quantities and in the language or languages in which the statements are made available to it, provided that a statement submitted on behalf of non-governmental organization is related to the work of the Assembly and is on a subject in which the organization has a special competence.

In accordance with the Bureau’s decision on moving towards “greener” 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)).

Representatives wishing to provide a video statement can do so by submitting the video statement to the Secretariat on USB memory sticks, which would then be posted on the web site, under the General debate segment.

*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-light approach to documentation for the seventeenth session, pre-session documentation will no longer be made available to delegations.

The Secretariat will provide at the session USB memory sticks containing the pre-session documentation for all delegations at the conference officer's desk.

Documentation in official languages is available at:

[https://asp.icc-cpi.int/EN\\_Menu/asp/sessions/documentation/17th-session/pages/default.aspx](https://asp.icc-cpi.int/EN_Menu/asp/sessions/documentation/17th-session/pages/default.aspx).

## **BOOKING OF MEETING ROOMS**

Rooms for meetings, including those of regional groups or other informal meetings of States, may be reserved by contacting the focal point of the Secretariat, at [asp@icc-cpi.int](mailto:asp@icc-cpi.int).

## **PHOTOCOPYING**

The WFCC reception desk offers photocopy services. There are costs attached to this service.

## **SECURITY AND SAFETY**

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.

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

## **EMERGENCY AND MEDICAL SERVICE**

### **THE HAGUE**

The main number to call in case of an Emergency (police, fire, ambulance) is **112**. For non-urgent matters, the police can be reached at 0900-8844.

For participants with a non-acute medical problem that really needs attention and who have no embassy or mother-organisation in the Netherlands, the Court's doctor can be contacted via the States Registration Desk.

Nearest hospital:

HagaZiekenhuis Sportlaan 600, 2566 MJ Den Haag. Phone: +31 (0)70 210 00 00.

## **SOCIAL AND SIDE-EVENTS**

States, observers and non-governmental organizations tentatively wishing to hold side-events during the seventeenth session are requested to submit their requests between 1 October and 2 November 2018.

For coordination purposes, the organizers of receptions and other protocol events should contact the Secretariat at [asp@icc-cpi.int](mailto:asp@icc-cpi.int)). Announcements about social events may be made in meetings or published in the *ASP Journal*.

Please kindly note that the Secretariat does not send invitations to side-events. The invitations shall be sent by organizers for their respective side event. The participation in side-events taking place within the secure area of the Assembly will be restricted to those who receive accreditation.

## **HOTELS**

All participants are solely responsible for the reservations and payments of hotel rooms and, if necessary, contacting his or her Embassy for assistance. It is advisable to make reservations as soon as possible due to limited availability.

## **CATERING**

The conference restaurant at the World Forum Convention Center, will be located at the World Café and will be open from 13:00 to 15:00.

A coffee corner will be located in the Oceania Foyer and will be open from 08:00 to 18:30.

## **CATERING FOR SIDE-EVENTS**

Private luncheons and receptions at the World Forum Convention Center can be arranged by contacting:

Ms. Johanna Weiland  
T: +31(0)6 120 11 876  
E: [johanna.weiland@worldforum.nl](mailto:johanna.weiland@worldforum.nl)

## **TELEPHONE AND INTERNET FACILITIES**

If you are calling from outside the Netherlands to The Hague, add the country code (31) and the city code (70) to the telephone number. From within the Netherlands, calls to The Hague should be preceded by 070. Calls within the city do not require a city code.

An internet café for participants will be located in the Oceania Foyer.

Free Wi-Fi will be available in the World Forum Theater, Oceania Foyer and main public areas.

## **PARKING**

The World Forum is easily accessible and has its own parking facilities. Exit tickets can be purchased at the machines at the entrance to the parking garage (payment per hour). No cash payments possible.

Parking charges:  
1 hour ticket : € 3,50  
12 hour ticket : € 13,00

After dropping off the attendees cars may be parked in the underground garage.

## **TAXIS**

Participants are advised to only use licensed taxis which have blue number plates. When ordering a taxi, please indicate that special ICC rates are available to you when you use taxis from the following companies:

Noordzee Taxi: 070-358 9999

Hofstad Taxi: 070-346 2626

## **PUBLIC TRANSPORTATION**

The WFCC can be reached from the center of The Hague (Centrum stop) by tram #1 (World Forum stop), or from The Hague Central Station by tram #16 (Statenplein stop which is a 5 minute walk to WFCC).

## **BANKING AND CURRENCY EXCHANGE**

In the center of town, and at the railway stations, you will also find currency exchange facilities. The currency of the Netherlands is the euro. Credit cards are accepted at most major stores, restaurants and hotels.

## **SHOPS**

Some small shops are open on week days from 9:00 hours until 18:00 hours, with larger shops opening at 10:00. Bakeries open earlier. On Thursday evenings, large stores stay open until 21:00 hours. On Sundays, the large stores in the city center are open, but not until 12:00 hours (noon).

## **CLOAKROOM**

Coat racks will be located at the entrance of the Conference area upon entering through the metal detectors.

## CONTACT INFORMATION

### SECRETARIAT OF THE ASSEMBLY OF STATES PARTIES

<i>Mailing address:</i>	<i>Street address:</i>	<i>Phone/Fax/Email Numbers</i>	
P.O. Box 19519 2500 CM The Hague The Netherlands	Oude Waalsdorperweg 10 2597 AK The Hague The Netherlands	Phone:	+31 (0)70 799 6500
		General Fax:	+31 (0)70 515 8376
		General Email:	asp@icc-cpi.int

Mr. Renan Villacis, Director  
Director of the Secretariat of the Assembly of States Parties  
*Secretary of the Assembly*

Mr. Fakhri Dajani  
Executive Secretary of the Committee on Budget and Finance

Ms. Gaile Ramoutar  
Legal Officer

Ms. Marisa Macpherson  
Legal Officer

Mr. Aaron Matta  
Legal Officer

Ms. Annelle Urriola  
Legal Officer

Mr. Woong Kyu Sung  
Special Assistant to the President of the Assembly

Ms. Gabrijela Filipović (general debate)  
Special Assistant to the Director

Ms. Estera Luteranová (side event scheduling, press)  
Special Assistant to the Director

**ANNEX I****LIST OF STATES PARTIES\***

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

\* As of 30 October 2018, 123 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, 18 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: <http://www.un.org/law/icc/index.html>.