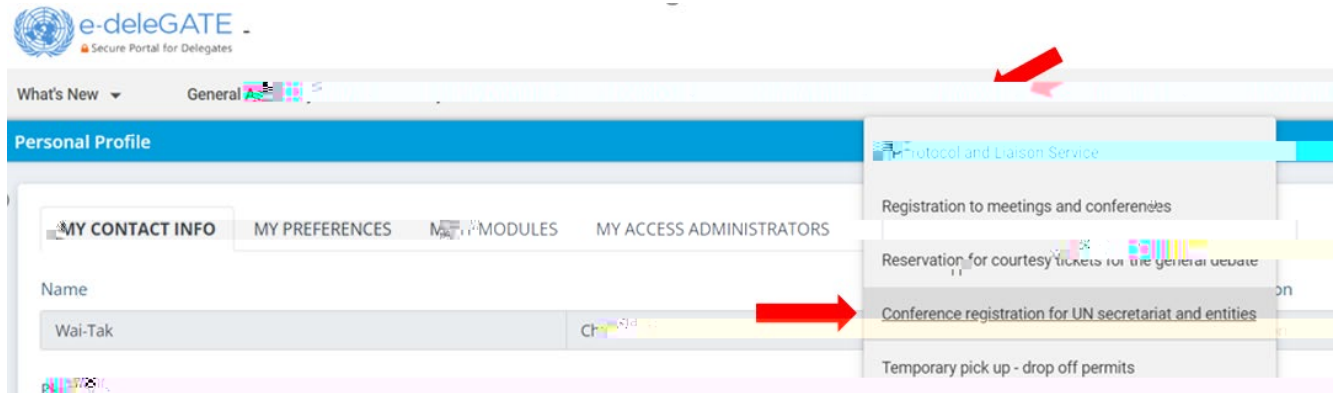


Q # #o

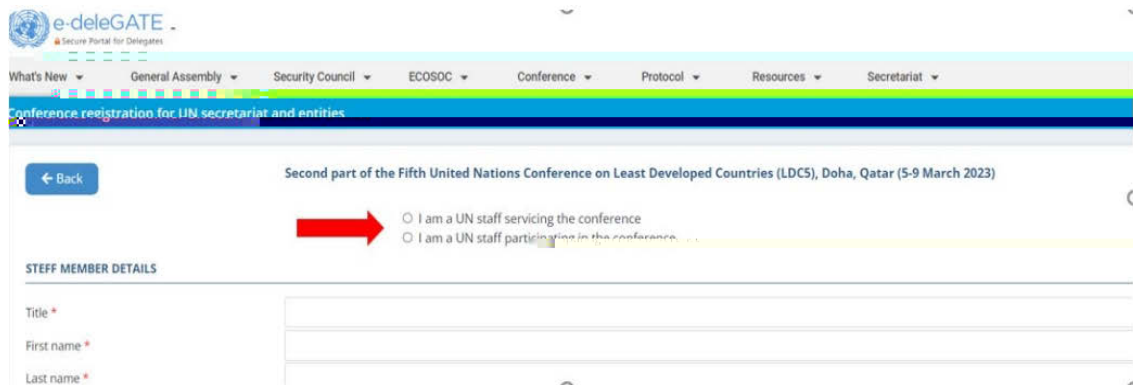


(1) Select "Conference registration for UN secretariat and entities" under the "Protocol" tab



(2) Select "New Request", the LLDC3 registration form will automatically appear, click on Newrequest.

(3) Choose "I am a UN staff servicing the conference" or "I am a UN staff participating in the conference" depending on your role and fill in your details.



(4) Upload the required documentation*

* Authorization letter / letter of nomination issued by their respective department (director, head of the office, etc.) OR * Memo listing servicing staff to the conference

AND

* Photo

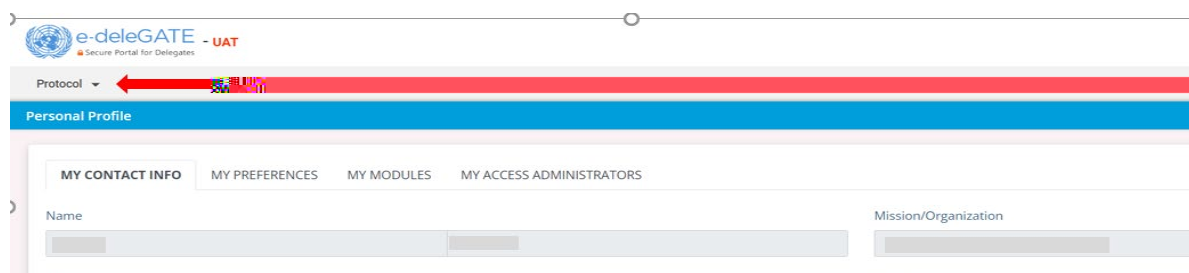
Authorization letter signed by the principal of the department / office *

A screenshot of the document upload section. It shows two "Choose" buttons with a plus icon, one for the authorization letter and one for the photo. Below these is a "Submit" button with a checkmark icon.

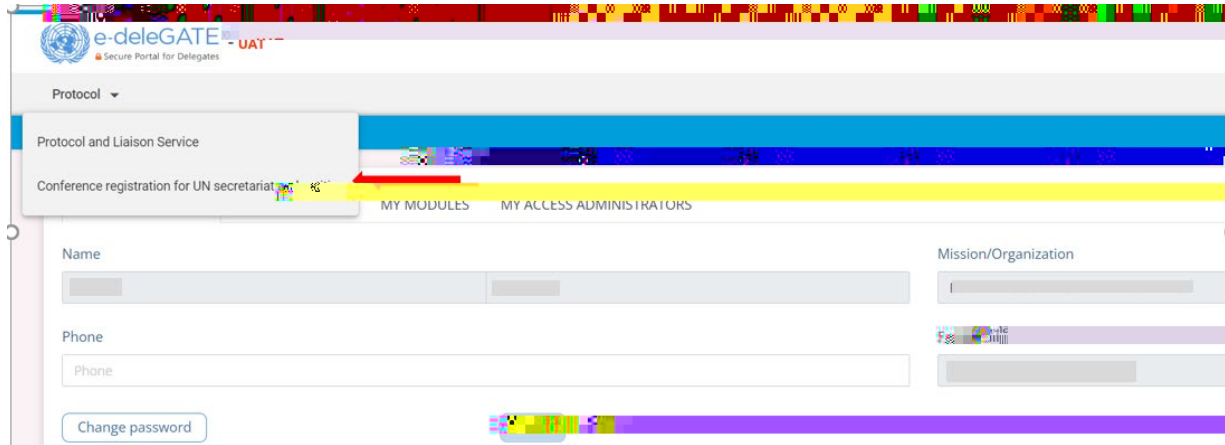
(5) Click submit.

(6) Your registration will be reviewed, and you will receive an approval or rejection email shortly.

(1) Click on "Protocol"



(2) Select "Conference registration for UN secretariat and entities" under 'Protocol'



(3) From here, continue by following the same steps from _____.