



2022 United Nations Conference to Support the Implementation of Sustainable Development Goal 14: Conserve and sustainably use the oceans, seas and marine resources for sustainable development

FREQUENTLY ASKED QUESTIONS - Side Events

ABOUT

When is the UN 2022 Ocean Conference?

- Pursuant to General Assembly [decision 75/578](#) of 9 September 2021, the United Nations Conference to Support the Implementation of Sustainable Development Goal 14: Conserve and sustainably use the oceans, seas and marine resources for sustainable development (the 2022 UN Ocean Conference) will be held from **27 June to 1 July 2022, in Lisbon, Portugal**. The co-hosts are the governments of Portugal and Kenya.

What is the theme of the UN 2022 Ocean Conference?

- The overall theme of the Conference is: “Scaling up ocean action based on science and innovation for the implementation of Goal 14: stocktaking, partnerships and solutions”.

What is the programme of the UN 2022 Ocean Conference?

- The Conference features plenaries, eight Interactive Dialogues, Special Events and Side Events.
- The full programme can be accessed [here](#).

SIDE EVENTS

Will there be side events?

- Side events can be organized in connection to the 2022 UN Ocean Conference (27 June - 1 July) either in-person or virtually. The side events are an opportunity to share knowledge and solutions to accelerate implementation of SDG 14, identify new and emerging issues, and exchange national experiences and practices.

Who can organize a side event?

- Member States, Intergovernmental Organizations (IGOs), UN entities and all other duly [accredited and registered](#) entities can apply to organize a side event. Priority will be given to events organized by Member States and those organized in partnership by several networks/organizations. All interested parties are strongly encouraged to partner with others to organize a side event.
- To check if your organization qualifies to host a side event, please check the link [here](#).

What is the format of side events?

- Side events can be hosted in-person or virtually.
- Side events can be a maximum of 75 minutes.
- In-person side events can be organized either inside the Conference venue, the Altice Arena, or at outside locations in Lisbon. Please note that participation in side events inside the Conference venue is restricted to participants with valid Conference access badges issued by UN Security.
- Inside the Conference venue hybrid events are not allowed.
- Questions about side event locations outside the Conference venue can be sent to Ms. Filipa Francisco (ana.francisco@mne.pt), Mr. Bruno Lima (bruno.lima@mne.pt) and Ms. Lineke Schrijver (lineke.schrijver@un.org). A list with potential event venues can be found here: bit.ly/UNOC2022_Conference_Venues.
- Space inside the Conference venue is very limited, and participation is restricted to only duly [registered participants](#) to the UN 2022 Ocean Conference. In case space is not available within the Conference premises, organizers are encouraged to find an alternative location outside the Conference venue, or organize the event virtually.

How can I apply for a side event?

- Submit your completed side event application form to the Secretariat through <https://www.un.org/en/conferences/ocean2022/events/side/>.
- To apply for an in-person side event (inside or outside the Conference venue), please visit here: bit.ly/UNOC2022SideInperson
- To apply for a virtual side event, please visit here: bit.ly/UNOC2022SideVirtual
- Deadline for submission of applications is **8 May 2022**.

What are the criteria for hosting a side event?

- In view of the large number of requests anticipated and taking into consideration the limited space and time allocated for the side events, the following principles will be applied by the Secretariat when conducting the selection of side events:
 - [Accreditation to the Conference is a requirement](#) for all event organizers (in-person/virtual). A comprehensive guide on accreditation/registration can be found [here](#). Any confirmation of a side event slot is incumbent upon approval of the accreditation/registration of the entity.

- Proposed side events should be closely related to the main theme for the 2022 UN Ocean Conference which is “Scaling up ocean action based on science and innovation for the implementation of Goal 14: stocktaking, partnerships and solutions” as well as the eight themes of the Interactive Dialogues.
- Priority will also be given to those events focusing on creative, innovative solutions supporting the implementation of SDG 14, as well as those aimed at the development of new, transformative partnerships in this area.
- Panels held at side events should ensure geographic and gender balance, and include a mix of countries and other actors, including civil society, scientists, and academia.
- Applications should be limited to ONE per entity. (for in-person events) Organizers can host multiple side events as co-organizer.
- Only one organization should submit the application for the proposed joint side event.
- Member States will be given priority for events, to the extent possible, with an aim of having countries from all regions represented as organizers.

My organization applied for Special Accreditation during the third round (Jan – Feb 2022) and the process is still ongoing. Can we apply for a side event?

- Yes. Organizations that applied for Special Accreditation at the third round (Jan – Feb 2022) can apply to host side-events. Their application will be reviewed after a decision is taken by the UN General Assembly on the final list of accredited organizations to attend the 2022 UN Ocean Conference.

How does the selection process work?

- The Secretariat will work with the co-hosts of the Conference to select side events, based on the above-mentioned criteria.
- Only side events that have been approved through this application process will be included in the side event programme on the official Conference website. Applications are due by **8 May 2022**.
- The Conference Secretariat will review submissions and notify the organizers whose side events have been approved.
- Only organizers whose side events have been approved will be contacted by the Secretariat.

Will my side event be promoted?

- The Conference Secretariat will promote the full schedule of side events that will be made available on the Conference website: <https://www.un.org/en/conferences/ocean2022/events/side>
- The Secretariat will not produce fliers, distribute notices, or run other publicity efforts for side events. Publicizing a side event is the responsibility of the organizers.
- Event organizers will also be responsible for any costs related to the organization of side events.

Is there a possibility for interpretation?

- No interpretation services are available for side events organized within the Conference venue.

- For virtual side events or side events organized outside the Conference venue, organizers are responsible for all costs and equipment.

Can I apply for both an in-person or virtual side event?

- It is up to the organizers to choose a format. Organizations can submit only ONE application to host an in-person side event.

As organizer of a side event, what are my responsibilities?

In-person side events (within Conference Venue)

- In view of space limitations at the Conference venue, priority will be given to events that have multiple co-organizers.
- Side events should be open to all participants with a valid ground pass and not exceed room capacity. Organizers of closed events or by-invitation-only events aiming for an exclusive audience are kindly advised to obtain alternative locations.
- It is the responsibility of the organizers of side events to secure ground passes to the venue, including for individuals, invited as speakers or guests, through the [official accreditation and registration channels](#).
- No hybrid events are allowed in the Conference venue.
- All events should strive to be paper-free in order to minimize the environmental impact of the Conference. Likewise, no single use plastic bottles or other containers should be brought on-site or be made available to participants. The Secretariat reserves the right to remove any printed materials and single-use plastic items found in the meeting rooms.
- The layout type of the Side Event rooms are theater style. Each side event room will be equipped with standard projection and sound system (5 microphones at the table and 2 wireless microphones for audience Q&A). Seating will include a head table for presenters/speakers, and seating for participants in the event. No additional equipment can be requested for the room.
- The sale of printed materials or any goods inside the venue is strictly prohibited.
- Side event organizers are advised not to set up displays or put posters on meeting room walls during a side event or at any other time during the Conference to avoid removal and loss of their materials.
- Food and drinks are strictly prohibited in the side event meeting rooms. Activities that involve food or drinks, such as receptions and cocktails, are allowed in the designated areas and must be arranged directly with the Altice Arena Catering Service. The Secretariat will not facilitate such arrangements.
- Health protocols in place on the days of the Conference will define the final number of participants allowed in the meeting rooms of the Conference venue. The latest measures on COVID-19 can be found here: <https://www.visitportugal.com/en/content/covid-19-measures-implemented-portugal>.
- There are no costs for side events organized within the Conference venue.
- Organizers should provide a one-page summary of the key recommendations and messages within one week of the completion of the side event to the UN Secretariat.

In-person side events (outside Conference Venue)

- Questions about side event locations outside the Conference venue can be sent to Ms. Filipa Francisco (ana.francisco@mne.pt), Mr. Bruno Lima (bruno.lima@mne.pt) and Ms. Lineke Schrijver (lineke.schrijver@un.org).
- Side event organizers are responsible for choosing the event location and must bear ALL costs incurred.
- A list with potential event venues can be found here: bit.ly/UNOC2022_Conference_Venues.
- Organizers should provide a one-page summary of the key recommendations and messages within one week of the completion of the side event to the UN Secretariat.

Virtual side events

- Side event organizers are responsible for choosing and hosting their virtual event platform (there is no preferred virtual platform) and must bear ALL costs incurred, including as they relate to platform use, technical support required as well as publicizing and actively promoting their respective side events. Organizers will also be responsible for registration and follow up with participants.
- Virtual side events should be open to all interested stakeholders.
- Organizers should provide a one-page summary of the key recommendations and messages within one week of the completion of the side event to the UN Secretariat.

Who can I contact about side events?

- For questions regarding side events, please contact UNOC2022@un.org indicating [Side Events] in the subject.