



16 November 2020

**Subject: Informal meeting of the General Assembly on business continuity**

Excellency,

I have the honour to invite you to an informal meeting of the General Assembly on business continuity that will take place on Monday, 23 November 2020, from 3 to 4.30 p.m. in the General Assembly Hall, UN Headquarters.

Taking into account that the work of the Main Committees and the main session of the General Assembly is well advanced, and due to the increased interest expressed by Member States on having additional information on the situation at the United Nations Headquarters, this informal meeting seeks to enhance the transparency of the work of the UN and to provide certainty on the commitment of my Office and the Secretariat to fulfill their respective assigned mandates.

This briefing will also provide an opportunity for delegations to be able to interact with different departments of the Secretariat related to the use of the UNHQ. I will be also inviting a representative from the Host Country to address the meeting.

The informal meeting will be immediately followed by the 31<sup>st</sup> plenary meeting of the General Assembly.

I appreciate the continued support from Member States to ensure that in-person meetings are conducted in the safest possible manner and therefore hope to count on your participation.

Please accept, Excellency, the assurances of my highest consideration.

A handwritten signature in blue ink, appearing to read "Volkan Bozkir", written over a red horizontal line. The signature is stylized and cursive.

Volkan BOZKIR

All Permanent Representatives and  
Permanent Observers to the United Nations  
New York