

UNICEF Executive Board Second Regular Session 2026

1–4 September 2026

Conference Room 1 – Conference Building

United Nations Headquarters

INFORMATION FOR PARTICIPANTS

(21 July 2026)

The 2026 second regular session of the UNICEF Executive Board will be held from **1 to 4 September 2026** in Conference Room 1 in the Conference Building at the United Nations Headquarters, New York.

The Office of the Secretary of the Executive Board (OSEB) encourages broad geographical participation and participation by women in Executive Board meetings and discussions. As part of presentations from the secretariat, OSEB may also facilitate the meaningful participation of children and youth during meetings of the Executive Board.

UNICEF reiterates its commitment to zero tolerance for all forms of harassment, including sexual harassment, and kindly reminds participants that the Executive Board sessions follow the [Code of Conduct to prevent harassment, including sexual harassment, at United Nations system events](#).

To ensure that the Executive Board session is fully accessible, participants are kindly reminded of a few basic tenets that will enable all delegates to enjoy the full benefit of the deliberations. To the extent possible, speakers are encouraged to introduce themselves and to read out and/or verbally describe visual materials in any slides, charts or graphs they may use for their presentations.

The United Nations provides a range of tools and services in support of persons with disabilities through its [Accessibility Centre](#) (located in the first basement level of the Conference Building, Room S-1B032, email: accessibilitycentre@un.org). UNICEF would be happy to put delegates in touch with the Centre, or, with advance notice, they can let us know which of the services offered by the Centre they wish us to procure on their behalf.

Credentials

Member States, as well as observers and representatives of other organizations attending the session, are kindly requested to share the details of their participation by completing the online [Credentials Accreditation Form](#) (also accessible through the QR code below) as soon as possible, and no later than **5 p.m. Eastern Daylight Time (EDT) on Thursday, 27 August 2026**.



Documentation and statements

The upcoming session will be paperless. Advance copies of all documentation for the second regular session are available on the [session page](#) of the UNICEF Executive Board website. A [user guide to the website](#) is also available.

Interventions

Indicative list of speakers: Delegations wishing to deliver a statement are kindly requested to submit their request via the online [Speaker Request Form](#), which is also accessible via the QR code provided below **by 11:59 p.m. EDT on Friday, 28 August 2026**. When completing the form, please ensure that you include the following details: the meeting date, the number and title of the agenda item, and, if possible, the name and functional title of the delegate delivering the statement(s).



Should you encounter any issues, please contact Ms. Tian Lu (tilu@unicef.org), copying the OSEB mailbox, oseb@unicef.org, for assistance.

In accordance with rule 50 (2) of the UNICEF Executive Board's [rules of procedure and its annex](#), observer delegations are requested to communicate in writing their special interest in the items of the provisional agenda on which they intend to intervene.

Requests received by **11:59 p.m. EDT on Friday, 28 August 2026** will be included in the indicative list of speakers. Requests received after the deadline will be considered as requests to speak from the floor. For the 2026 second regular session, the Executive Board is utilizing an **Online Live List of Speakers** to provide real-time updates. The list can be accessed via the UNICEF Executive Board website or by scanning the **QR codes** that will be posted on the walls of **Conference Room 1**. The Live List will be available starting on **Monday, 31 August 2026** and will be updated continuously throughout the session.

Statements: Delegations planning to deliver statements at the session are kindly requested to submit electronic versions ahead of time **at their earliest convenience but no later than two hours before delivery** to Mr. Nogel Viyar, nsviyar@unicef.org, in support of interpretation. The title of the intended agenda item should be indicated both in the heading of the statement and in the subject line of the email, together with the date of the meeting and the number of the agenda item. The statements will not be published until their delivery.

Time limits: The time limit set for statements is **three (3) minutes** for individual delegations speaking in their national capacity and **five (5) minutes** for delegations speaking on behalf of United Nations regional groups and/or for joint statements of two or more Member States.

Microphones will start blinking to alert speakers one minute before the end of their allotted time, and speakers will be muted after their time has ended, at either the end of three (3) minutes or the end of five (5) minutes.

The time limits, as well as muting the microphones of speakers, will be applied throughout the session. Full versions of statements, as available, will be posted on the UNICEF Executive Board website.

Delegations presenting statements during the general discussion and on specific agenda items will be called upon by the Chair in the following order of priority:

- (a) Members of the **Bureau of the UNICEF Executive Board** who may wish to take the floor (organized by rank);
- (b) Representatives of **United Nations regional groups** speaking on behalf of their groups and/or for joint statements (organized by rank);
- (c) **Permanent Missions to the United Nations** that have sent **written requests in advance and on-time** to OSEB to take the floor at a specific time (organized by rank, with priority given to members of the Executive Board, followed by observers, organized by rank).
- (d) **Advance written requests received after the deadline**, followed by requests **received from the floor** through the electronic system, on a first-come, first-served basis.

Live viewing and records of the session

The session will be available via [UN Web TV](#) in all official United Nations languages.

The formal written report of the session will be prepared by OSEB and shared with the Executive Board for comment three weeks after the end of the session. The final report will be made available on the Executive Board [website](#) and on the [Official Document System of the United Nations](#) (ODS).
