United Nations
Network on Migration
Working Better Together

Guidelines for UN Network on Migration's Online Series on COVID-19 and Migration:

It is our intention that this online series will facilitate the much-needed respectful exchange of factual, constructive, information during these troubling times, and that through dialogue and information sharing we may all work towards enjoying better days ahead. We hope sincerely, and expect, that these best intentions will be shared and honoured, and that in this way we may continue to work better together.

"Listening Sessions" are informal exchanges intended to give the floor to civil society and stakeholders to exchange their experiences and activities. "Listening Sessions" are also joined by UN agencies. "Webinars" are structured in a panel format and additionally include participation and interventions from Member States.

Listening Sessions participation is open to all stakeholders, civil society and UN agencies. Notes are shared with participants summarizing interventions without citing names or organizations, unless a particular website link or resource is being shared. We hope that your participation keeps this context in mind. If you are uncomfortable sharing any sensitive information in a public format, we welcome your direct communication with the Network rather than sharing the input on a session or webinar.

Participants are asked to RSVP for each webinar title with their name and organization by sending an email to unmignet@iom.int.

Instructions for Webex Event participants:

- In order to participate from your computer, mobile phone or tablet, click on the link below (highlighted in yellow). On the WebEx page, click "**JOIN BY BROWSER**". Preferred browser is Chrome. Enter your name and email address to join the session. Behind your last name indicate the organization or government you represent in brackets. Participants should be able to join without downloading the app or registering an account. If you click on the link below, the password should be pre-filled/should not be required. However, if asked for a password, use **_welcome_**.

- Please log-in 15 minutes before the session in order to test the audio/video quality.

- All participants will be muted upon entry.

- This WebEx event is capable of hosting a maximum of 3,000 participants. For those who are unable to join the webinar due to the number of participants or because of time zone differences, notes will be shared after the call. Notes will indicate the names of organizations making interventions and not include names of individuals. If there are concerns about sharing

information, please note this is a public call and participants are asked to share information with this in mind.

- Listening Sessions will generally not be recorded to allow for a safe and inclusive discussion. Webinars may be recorded. Participants will be informed at the start of each session or webinar on whether or not the call is being recorded.

- Questions and comments on the discussion should be written in the Q&A box, which are seen by all attendees.

- Please do not provide inputs to the discussions via the chat box. Only questions or matters relating to technical problems should be written in the chat box to the host directly.

- To request the floor to speak, please raise your hand using the hand symbol button in the participants box.

- Only in cases you are unable to use the "raise your hand" function, you can use the chat box to request the floor to the host and presenters directly.

- You are welcome to unmute yourself when you are given the floor by the moderator and want to speak.

- Due to the potentially large number of participants and limited time, we ask that interventions be limited to 2 minutes each.