

INFORMATION NOTE FOR ONLINE PARTICIPATION

Workshop to Validate the Findings of the Review of Good Practices, Laws and Organizational Policies for Gender Equality and the Promotion of Women's Leadership at the National and Subnational Levels of the Public Sector

8 December 2022 (Virtual format)

**Organized by the United Nations Department of Economic and Social Affairs,
Division for Public Institutions and Digital Government**

WORKSHOP INFORMATION

The workshop will be held on Thursday, 8 December 2022 from 7:00 to 10:00 AM EST ([find your time zone](#)) using the “Zoom Webinar” format.

The workshop will be recorded. Recordings will be made available to participants for later reference but not shared more widely.

JOINING AND PARTICIPATING

Participants will receive an email from the United Nations Department of Economic and Social Affairs, Division for Public Institutions and Digital Government, “UN DESA DPIDG”, with a Zoom link to join the workshop. Note that the link is personal and should not be shared. We recommend that you save it in your calendar.

Participants will be able to join the meeting from a computer, tablet or smartphone. They will also be able to connect by phone, using the dial-in instructions included in the email. The workshop link will be activated and available from 6:50 AM EST on 8 December 2022.

Participants are advised to have either the latest version of the Zoom application [installed](#) on their computer or the Zoom mobile app on a smartphone to join the meeting.

Upon entering the virtual meeting room, all microphones and cameras will be turned off. Please use the “Raise Hand” function if you wish to intervene. To improve the listening experience and to facilitate interpretation, it is highly recommended to use a USB headset or earphones, to turn off all sound notifications (Skype, WhatsApp, emails, etc.) and to attend the meeting in a quiet, indoor location to minimize background noise.

LANGUAGE

The language to be used at the workshop will be English. UN DESA DPIDG staff will be available to translate communication from French into English and vice versa if needed.

DOCUMENTATION

The workshop documentation is available at [here](#).