Vienna, 21–23 June 2022

[Title of the working paper]

Working paper submitted by [Organization]

I. This is the first level of organization, it is preceded and followed by 2 empty 5 point lines

1. Non-governmental organizations may submit material in writing, which shall be circulated in its original language. Non-governmental organizations are kindly requested to limit such submissions to five single-spaced pages (2,650 words). Submissions should be sent to tpnw-1.msp@icanw.org.

2. Non-governmental organizations are requested to use this template when preparing working papers for submission, and to submit them, in word format, as soon as possible, but no later than two weeks before the beginning of the Meeting of States Parties (7 June). Working papers will be posted on the website of the Meeting of States Parties (https://meetings.unoda.org/meeting/tpnw-msp-1-2022/) without formal editing.

3. Please maintain the margins, indents and the paragraph spacing as in this document. You can use the “format painter” tool to apply the format of one paragraph to another. Paragraphs should be numbered throughout, as in the present document.

4. The use of headings is not required. However, if you use headings, please format them either as the one immediately above paragraph 1 or the as the one immediately below this paragraph. Numbered heading should only be used if there are at least two of the same type in the document (i.e. no I. without an II.).

This is an example of a non-numbered heading: Times New Roman, 10 point, bold and italicised; it is preceded and followed by an empty 5 point line.

3. This is an example of an enumerated list as part of a paragraph:

   (a) Items are enumerated with lower-case letters and end in a semicolon;

   (b) The final item ends in a full stop.

4. This is an example of a bullet point list:

   • Note the indentation of the bullet

   • Individual bullet point items do not end in any punctuation
5. All papers should end with the horizontal line as bellow, preceded by a space.