

**Economic Commission for Europe**  
Meeting of the Parties to the Convention  
on Environmental Impact Assessment  
in a Transboundary Context  
**Sixth session**

Meeting of the Parties to the Convention  
on Environmental Impact Assessment in  
a Transboundary Context serving as the  
Meeting of the Parties to the Protocol on  
Strategic Environmental Assessment  
**Second session**

**Geneva, 2–5 June 2014**

## **Information on meeting preparations and practical arrangements**

**REVISED to reflect the change of the meeting room to: Salle XXVI (E building)**

### **I. Preparations**

#### **Credentials**

Your delegation should present its credentials to the secretariat before the sixth session of the Meeting of the Parties (MOP-6) and the second session of the Meeting of the Parties serving as the Meeting of the Parties to the Protocol (MOP/MOP-2). This may be done on arrival in Geneva and no later than Wednesday, 4 June. However, the secretariat would appreciate receiving a copy of the credentials in advance by fax or scanned by e-mail; the fax number is +41 22 917 0107, the e-mail address is [eia.conv@unece.org](mailto:eia.conv@unece.org). Examples may be found on the Convention website ([http://www.unece.org/env/eia/meetings/mop\\_6.html](http://www.unece.org/env/eia/meetings/mop_6.html)).

**Only delegations with valid credentials (signed by the Head of State, Head of Government or Minister for Foreign Affairs) will be able to take part in any vote, to adopt decisions and the declaration.**

#### **Registration**

All delegates need to register in advance, even those already in possession of a long-duration badge for entry to the Palais des Nations. Registration forms should be sent to the secretariat (by e-mail to: [nadia.dzyubynska@unece.org](mailto:nadia.dzyubynska@unece.org); and/ or [eia.conv@unece.org](mailto:eia.conv@unece.org)) no later than **by 12 May**.

#### **Statements**

Ministers and other heads of delegation, as well as representatives of intergovernmental organizations and non-governmental organizations, may make statements during the high-level segment of the session, with a recommended time limit of **three minutes**. The full texts of the official statements will be circulated if sufficient numbers of copies are provided to the secretariat in the course of the session. Delegations are requested to **register statements in advance of the session**. The secretariat would also appreciate receiving a **copy of each statement in one of the official languages of UNECE by Tuesday, 3 June**, so that it may be made available to the interpreters, thus ensuring that the statement will be interpreted correctly into the other official languages.

### **Presentations, posters and publications**

If you are due to make a power-point presentation, kindly send a copy to the secretariat by Tuesday, 27 May, so that hand-outs of your presentation may be made available to the interpreters. This does not preclude revision of your presentation before the meeting. The final presentation will be uploaded on the Convention website (unless you would object to this).

If you would like to display a poster or publications, please inform the secretariat by **Monday, 12 May**.

### **Documents**

Please ensure that you bring with you all the documents—official and informal—that you will need. Full documentation is available on the Convention website at [http://www.unece.org/env/eia/meetings/mop\\_6.html](http://www.unece.org/env/eia/meetings/mop_6.html). Documents will **not** be available in the meeting room. The meeting aims to be a paperless event to the extent possible. Participants are encouraged to download the documents in electronic format. Please bring your laptops for working at the meeting.

## **II. Practical arrangements**

### **Arriving to Geneva**

Delegates travelling by air will arrive at Geneva airport (Cointrin), and those travelling by train at Geneva main station (Cornavin).

If arriving in Geneva by air, you may obtain a free public transport ticket in the baggage reclaim area, just before the exit. Many hotels provide a free public transport pass valid for the duration of your stay. A [route planner](http://www.tpg.ch/) for public transport is available at <http://www.tpg.ch/>. (Taxis are also available directly outside the airport and station).

Hotel reservations and other arrangements should be made well in advance. The secretariat is unable to recommend hotels. To identify hotels with available rooms, you might try this website: <http://www.geneve-tourisme.ch/>.

### **How to get to the UN Building (Palais des Nations)**

The Palais des Nations (14 avenue de la Paix) can be accessed from the Geneva central train station, Gare Cornavin, by:

- bus no. 8, direction "OMS", stop Appia (13 minutes) - Pregny Gate is just across the street and opposite the Red Cross building;
- tram no. 15, direction "Nations", stop Nations (10 minutes). Then walk up to the Pregny Gate (5-7 minutes).

### **Access to the Palais des Nations**

Access to the Palais des Nation and the meeting rooms will be restricted to persons wearing identification badges.

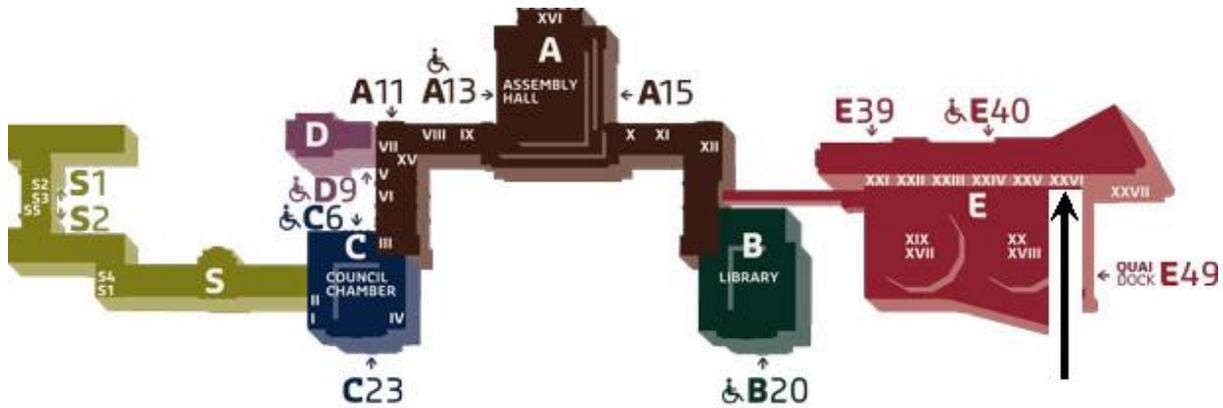
Please come to collect your entry badge at least an hour before the start of the meeting, from the UN Security Offices at the Pregny Gate entrance to the Palais des Nations (a map and more detailed information is available at <http://www.unece.org/meetings/practical.html>). Many meetings are held at the Palais des Nations and there may be queues at the Pregny Gate. To get your badge, you will need a passport or ID and a copy of your registration form.

Please note you may later re-enter the Palais through the Nations gate with your badge and passport. This gate is the closest to the last stop of tram 15 (at Place des Nations square). Suitcases cannot be brought into the Palais des Nations; there may be limited storage space available at the Pregny Gate, but this cannot be guaranteed.

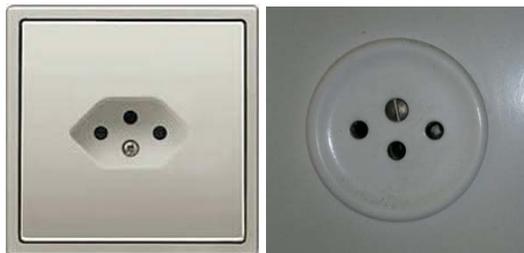
Smoking is not allowed in the premises of the Palais des Nations.

### Meeting room

The meeting will take place in meeting Room (*Salle*) XXVI, which is on the first floor of building E (the “new” building) of the Palais des Nations. From the Pregny Gate, the building E is down the hill on your left. You may enter the building through entrance E40 and go down one floor using the escalator. The room is located on the far left side.



Electrical power plugs and sockets are unique to Switzerland within the UNECE region (type J, three-pin, 230 V, 50 Hz, as shown), though slim two-pin plugs (type C) will fit.



### Language

The meeting will be held in the three official languages of UNECE (English, French and Russian), with simultaneous interpretation.

### Meals, coffees and a reception

Meals may be purchased in the cafeteria on the ground floor (of the A building). To get to the cafeteria from the meeting room, go down one floor (using the lifts on your right) and then walk along the large (underground) corridor until you reach the entrance of the cafeteria on your left side. There is also a restaurant on the eighth floor of the Assembly Hall building, for which bookings must be made in advance.

The “Bar Serpent” coffee lounge, close by Room XXVI, is open from 9:00 to 17:15 and also serves snacks.

It is expected that coffee will be served immediately outside the meeting room.

The Swiss Federal Office for the Environment invites delegates to a **reception on Wednesday, 4 June, starting from 6.15 p.m.** at the Building of the International Committee of the Red Cross (ICRC) at 19 Avenue de la Paix, i.e the white building on the top of the hill just opposite the Pregny Gate when you exit the Palais des Nations.

#### **Official documents**

Copies of official documents may be obtained from room C.337, on the third floor, close to the Delegates' Lounge.

#### **Internet access**

Wifi access will be provided in the meeting room. During the breaks, delegates may use computers in the Library that provides also Internet access.

#### **Side event**

A side event organized by the Ukrainian non-governmental organization (NGO) Ecoclub, together with European ECO Forum and Central and Eastern Europe (CEE) Bankwatch Network on the application of the Convention to nuclear energy-related activities, will be held during the lunch break, on **Tuesday, 3 June, from 1.15 to 2.00 p.m. in room VIII** of the Palais de Nations. (Sandwiches and beverages will be served at entrance of the venue – but note that no food and drinks are allowed in the meeting rooms).

#### **European Union coordination**

The European Union coordination meetings - open only to European Union member States - are held in room VIII. The Presidency of the European Union will confirm arrangements and time schedule for the meetings.

### **III. Immediately before the meetings**

Please hand in credentials and, if possible, any statements (in sufficient copies) between 1 and 3 p.m. on Monday, 2 June, in room V.

Please arrive in the meeting room well in advance of the start of the session.

#### **Bureau**

The Bureau will meet in closed session on Monday, 2 June, from 10 a.m. to 1 p.m., in the meeting Room XXVI.

### **IV. “Two meetings, one sessional period”**

Two meetings are being held in conjunction:

- The sixth session of the Meeting of the Parties to the Convention on Environmental Impact Assessment (MOP-6);
- The second session of the Meeting of the Parties to the Convention serving as the Meeting of the Parties to the Protocol on Strategic Environmental Assessment (MOP/MOP-2).

The two meetings will be held in one sessional period, in one meeting room. The MOP-6 and MOP/MOP-2 have a joint agenda. Delegates are invited to remain in the room throughout.

The informal notes on the agenda (ECE/MP.EIA/2014/INF.1) will indicate for each agenda item, the tentative timing, and documents to be referenced and key issues for delegates to consider.