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## **Economic Commission for Europe**

### Regional Consultation

### Financing for Development

Geneva, 23 March 2015

## **Logistics Note**

### **Note by the secretariat**

#### **I. Date and venue**

1. The Regional Consultation on “**Financing for Development**” will be held on 23 March 2015 in Conference Room XXV at the Palais des Nations, Geneva. The meeting will commence at 10.00 and finish at 18.00. The detailed map of the Palais des Nations and other practical information is available [here](#)

#### **II. Registration**

2. Participants are kindly requested to complete the registration form at <http://www.unece.org/index.php?id=38587> by 9 March 2015. On their way to the meeting, delegates without UN badge are requested to obtain an identification badge at the Pass and Identification Unit of the United Nations Office at Geneva’s Security and Safety Section, located at the Pregny Gate, 14, Avenue de la Paix (see [map](#)). It will be necessary to present your passport or identity card and the printed registration form. Please allow time for this procedure.

3. Further practical information can be found here:  
<http://www.unece.org/meetings/practical.html>

### III. Visas, accommodation and travel arrangements

4. All participants attending the meeting are requested to have a valid passport and, if required, a visa for Switzerland. Applications for visas should be made to the embassy or consulate of Switzerland in the country in which the participants reside. If a formal invitation letter is required by the embassy, this can be requested during the online registration process or from the ECE secretariat (tel. +41 22 917 2346; e-mail: [margaret.muindi@unece.org](mailto:margaret.muindi@unece.org))

5. Participants are requested to make their own hotel and travel arrangements.. Information on hotels and other practical information on travelling to Geneva can be found at: <http://www.geneve-tourisme.ch/en/home>.

### IV. Official languages and documentation

6. The meeting room will be equipped for simultaneous interpretation, which will be provided into and from the three official working languages of the UNECE (English, French and Russian).

7. All documents will be available on the meeting website: <http://www.unece.org/index.php?id=38587> In line with the UN policy to reduce paper consumption, delegates are kindly requested to bring their copies of documents with them or use their computers as there will be no documents available in the meeting room. Kindly note that electrical power plugs and sockets are unique to Switzerland within the UN ECE region (type J, three-pin, 230 V, 50 Hz), and respectively require an adaptor. Free Wi-Fi is available at Palais des Nations.

### V. Contact persons

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