



联合国
粮食及
农业组织

Food and Agriculture
Organization of the
United Nations

Organisation des Nations
Unies pour l'alimentation
et l'agriculture

Продовольственная и
сельскохозяйственная организация
Объединенных Наций

Organización de las
Naciones Unidas para la
Alimentación y la Agricultura

منظمة
الغذية والزراعة
للأمم المتحدة

COMMISSION ON GENETIC RESOURCES FOR FOOD AND AGRICULTURE

INTERGOVERNMENTAL TECHNICAL WORKING GROUP ON FOREST GENETIC RESOURCES

Seventh Session

Rome, 7 – 9 March 2023

INFORMATION NOTE FOR PARTICIPANTS

INTRODUCTION

The Seventh Session of the Intergovernmental Technical Working Group on Forest Genetic Resources (Working Group) will be held from 7 to 9 March 2023 and will be conducted in Arabic, Chinese, English, French, Russian and Spanish. The meeting will open on Tuesday, 7 March 2023 at 10:00 hours.

LOCATION OF THE SESSION

FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS
Viale delle Terme di Caracalla, 00153 Rome, Italy – Green Room, Building A, 1st floor

ACCESSING FAO HEADQUARTERS

Participants with standing access to FAO, such as Permanent Representatives, may register on-site. Only registered delegates may have access to the meeting rooms. Participants enter FAO headquarters from the Main Gate on Viale delle Terme di Caracalla. Parking is available on the premises directly in front of the FAO Main Entrance.

Participants enter the FAO building through the Main Entrance in building A.

Participants are requested to observe a 1.5-metre interpersonal distance. For more information, please see the Protocol to access headquarters premises available on the Governing Servicing Bodies webpage.

ENQUIRIES

All enquiries concerning the meeting may be sent to the following e-mail address:
FO-ITWG-FGR@fao.org

PRE-SESSION DOCUMENTS

The provisional agenda is available on the website of the Working Group: <https://www.fao.org/forest-genetic-resources/working-group/en/>. Other documents may be downloaded as they become available.

REGISTRATION

In addition to representatives nominated by members of the Working Group, the Seventh Session will be open to delegations from all Commission Members and eligible observers, including representatives from international organizations.

Members of the Commission and Members and Associate Members that are not members of the Commission are kindly invited to inform the Director-General, by 27 January 2023, of the names, official titles, addresses and *email accounts* of representatives designated to participate in the Seventh Session. Online registration for countries is available through the password-protected FAO Members Gateway at: <http://www.fao.org/members-gateway/en/>. Instructions for online registration can be downloaded from the Gateway. Online registration requires the insertion of respective contact information and email account in the form for accreditation. It is necessary to provide a unique email address for each member of the delegation.

Representatives from international organizations are requested to forward their names, official titles, addresses and *email accounts* by email to FO-ITWG-FGR@fao.org.

ENTRY FORMALITIES

Participants who require visas to enter Italy should apply for them at the Italian Embassy in their respective country of residence. In case of difficulty, please contact us immediately at the email address above.

HOTEL ACCOMMODATION

Participants are requested to book their rooms by contacting the hotel directly. When making the hotel reservation, please ask whether a special FAO room rate is available.

CONNECTION TO AND FROM THE AIRPORT

The two main airports in Rome are Fiumicino Airport (also called Leonardo da Vinci Airport, 36 km west of Rome's city centre) and Ciampino Airport (16 km southeast of Rome's city centre, primarily used for charter and low-cost flights). Details on both airports are provided at <http://www.adr.it>.

Connection from Leonardo da Vinci Airport, Fiumicino

Taxis:

If you decide to take a taxi from the airport, we advise you to take only the recognized white taxicabs (with a licence from the “**Comune di Roma**”; those with a licence from “Comune di Fiumicino” are more expensive – €60). There is now a fixed fare of €50 from this airport to the centre of Rome (within Aurelian walls), baggage included, for a maximum of four persons.

Trains:

Please note that there are two train services connecting Leonardo da Vinci Airport to Rome. You may check the time schedule at: <http://www.trenitalia.com>

a) Direct non-stop train to Termini Station (central station) (Leonardo Express)

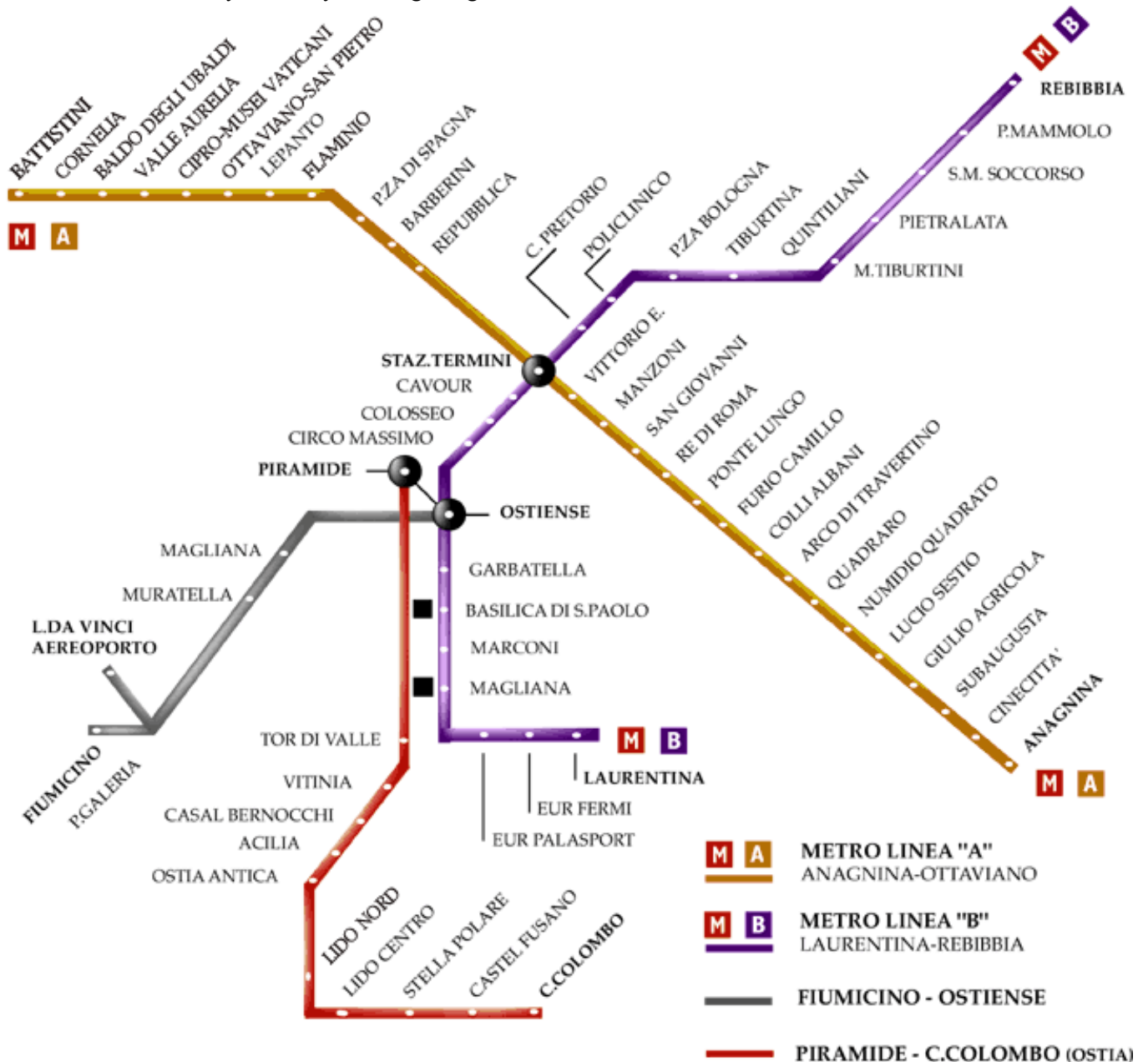
This train departs every 30 minutes (every 15 minutes during peak hours) from 06:23 to 23:23. Tickets cost €14. The journey time is approximately 30 minutes. There is a taxi rank outside Termini Station. Again, we recommend that you only take the official marked taxicabs and ensure that the meter is running.

b) Local train

We advise you to take this train and get off at "Stazione Ostiense" if you are staying at one of the hotels close to FAO. The train runs every 30 minutes (every 15 minutes during peak times) from 5:57 to 23:27, takes 30 minutes and costs €8. Outside "Stazione Ostiense" there is a taxi rank.

REACHING FAO

FAO is located on Viale delle Terme di Caracalla and is just across from the Circo Massimo. You can reach FAO on foot, by bus or by metro, getting off at the station called "Circo Massimo".



REGISTRATION AT FAO HQ

When you arrive at FAO, please use the main entrance and go to the reception desk in the security pavilion. We kindly ask you to bring your identity card or passport with you. If you have already been officially nominated by your country, a building pass will have been issued for you. Otherwise, please bring your letter of nomination. Once you have received the building pass, you will be able to enter and exit the building without going to the reception desk. If you experience any problems, please ask the reception staff to call **Ms Roberta Piferi** (FAO direct extension 53785) or **Ms Veronica Topalo** (FAO

direct extension 53162). The building pass is valid for the duration of the meeting and must be worn at all times. Admission to FAO premises will at all times require the presentation of your building pass and you will be required to pass through the metal detector each time you enter.

FACILITIES FOR DISABLED PERSONS

The FAO buildings correspond to European Community and Italian disabled facility building codes. All entrances at FAO headquarters are accessible for disabled persons in wheelchairs. An elevator is provided in Building A and a ramp is provided in Building D. Accessible restroom facilities are located in Building A on the ground, first and third floors.

SERVICES WITHIN FAO

Medical service

The FAO Medical Service, located on the first floor of Building B, provides emergency first aid assistance. In the event of medical emergencies, participants may dial number 30 from all in-house telephones or 06-5705-3400 from outside the FAO headquarters complex. For all other medical services, participants may call the extension number 53577 from all in-house telephones and 06 -5705 -3400 from outside the FAO headquarters complex. They may also go directly to the Medical Service or the Medical Unit in Building B (Room B1L2) during the working hours of the organization.

Banking facilities

The Italian currency is the Euro (€). The Banca Intesa is located on the ground floor in Building B. Opening hours are from 8:35 to 16:35. The Banca Popolare di Sondrio is located on the ground floor of Building D. Opening hours are from 8:30 to 16:00. Cash dispensers (ATMs) are located on the ground floor of Buildings B and D at the entrances to both banks.

Internet access

FAO provides a free Wireless Internet Service (WiFi). In order to use the service, you need a laptop or PDA that has Wireless LAN capabilities, conforming to 802.11b or 802.11g standards.

To connect to this service, please follow the steps below:

1. Go to an area that provides WiFi services and turn on your laptop or PDA
2. If your device has the WiFi adapter enabled, you should get the following message: "The WiFi services "guest_internet" has been detected."
3. Open a browser and try to connect to an internet site. You will be prompted for a username and a password.
4. You should use the following:

Username: visitor

Password: wifi2internet

Travel agencies (flight reservation and (re-)confirmation)

Ticket confirmations and other travel services are available at the Carlson Wagonlit Travel Agency, located on the ground floor in Building D (Room D074 - Opening hours: 9:00 to 17:00). Carlson Wagonlit charges a fee (approximately €5) for flight re-confirmation. Participants are reminded that airline offices in Rome are usually open from 9:00 to 17:00 on weekdays, but are closed on Saturdays and Sundays.

Catering facilities

The FAO headquarters complex offers a variety of dining and snack bar facilities (see list below):

Food Court (Building B, 8th floor) 12:00 to 14:30

- Self-service option offering a variety of organic and international food choices.

Polish Bar (Building A, ground floor) 12:00 to 15:00

- Offers traditional foods from around the world, with providers/menus rotating daily

Restaurant (Building C, 8th floor) 12:00 to 14:30

- Offers a buffet lunch at the fixed price of €12.00

Casa Bar (Building D, ground floor) 7:30 to 17:00

- Offers an assortment of sandwiches, pizza, fresh salads, hot main dishes, beverages, yoghurts, ice creams, fruits and coffee.

Flag Hall Bar (Building A, ground floor) 8:00 to 15:00

- Offers an assortment of sandwiches, pizza, fresh salads, hot main dishes, beverages, yoghurts, ice creams, fruits and coffee.

Uzbekistan Lounge (Building C, 8th floor) 8:00 to 17:00

- Offers simple bar service with coffee, tea and soft drinks and simple food options

Please note that FAO is a smoke-free area. Smoking is not permitted inside FAO buildings.

FURTHER INFORMATION

Electricity

In Italy, the current is 220 volts; the plug type is European standard. In Rome, adaptors for plugs are not easily available.

Public transport

Tickets for public transport should be purchased in advance and are available at underground stations, certain bus terminal stations, tobacco shops and newspaper stands, as well as online by using the *MyCicero* application. Tickets costing €1.50 may be used once for underground transport and twice for either bus or tram transport, and are valid for 75 minutes.

Taxis

Taxi companies in Rome provide a 24-hour service. There are a number of taxi stands throughout the city centre of Rome. The main reception at FAO will assist participants in requesting taxis.

Taxis can also be booked by calling one of the following major companies:

- Cosmos: 88177
- La Capitale: 4994
- Pronto Taxi: 6645
- Radio Taxi: 3570 or 63898
- Radio Tevere: 4157