

of the 39th Session of the FAO Conference

FAO, Rome, 6 - 13 June 2015

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ANNOUNCEMENTS

Registration and Access to FAO Headquarters

Access to FAO Headquarters is restricted to delegates accredited to the FAO Conference in possession of a valid Conference Building Pass.

A link to the on-line registration system is available on the FAO Members Gateway. From Saturday 6 until Monday 8 June 2015, pre-registered participants are requested to collect the Conference Building Pass at the External Registration Centre (located at the entrance on Viale Aventino close to the Metro station). Once in possession of a Conference Building Pass, Delegates will be invited by Security personnel to access through a metal detector and then proceed to the Side Entrance of the Atrium. No other entry/exit points may be used.

Heads of Delegations (including Ministers) who are in possession of a Conference Building Pass, and are entering by car, are requested to access the FAO site through Ramp 1 and the Main Entrance of Building A no later than 9.10 a.m. In the case of late arrival, access will be granted only through Ramp 2 on the "Caracalla" side. Head of Delegations' vehicles will be allowed to park inside the FAO site, however, due to limited space, parking will be on a "first-come, first served" basis.

On Monday, 8 June 2015, vehicles may access FAO premises through Ramp 1 as usual and from Tuesday, 9 June 2015, delegates may enter through the main entrance of Building A.

Documents of the Conference

A very limited quantity of documents will be available during the Conference at the Documents Desk in the Korean Conference Service Centre (1st Floor of Building A).

The documents of the Conference can be downloaded at: http://www.fao.org/about/meetings/conference/c2015/list-of-documents/en/

Statements

Due to the limited availability of speaking time, statements will be limited to five minutes. When a representative or observer has spoken for his/her allotted time, the Chairperson shall call him/her to order.

Provisional List of Participants

A limited number of the Provisional List of Participants will be available from the morning of Monday 8 June 2015 at the Documents Desk, Korean Conference Service Centre (1st Floor, Building A) for the purpose of checking the accuracy of the entries.

Participants are requested to submit any corrections or amendments to this list to the Documents Desk for inclusion in the final list, which will be uploaded on the Conference Web page.

Delegates who have not yet registered are kindly requested to do so in the Turkish Registration Centre on the Ground Floor of Building A or in the second Registration Point set-up in the Atrium (Aventino Side). Only registered participants will appear on the list.



Written statements by Heads of Delegation for Plenary

To ensure accurate interpretation of statements, timely production of verbatim records and web posting on the Conference website, delegations are kindly requested to submit the electronic version of their statements (preferably in WORD format) to: Conference-Statements@fao.org at least one hour before delivery. The name of the country and speaker should be indicated at the top of the first page in one of the following languages: English, French or Spanish.

Given the need to produce verbatim records within a tight time frame, preference is given to the use of e-mail to submit statements. Those unable to use e-mail for this purpose are kindly requested to send the text by fax to: (+39) 06-8928 0554 or to hand in nine (9) copies of written statements to Room A-274 as soon as possible.

The meeting will be conducted in Arabic, Chinese, English, French, Russian and Spanish. If speakers wish to make statements in a language other than these, they must provide a text in one of the aforementioned languages to the Secretariat. The delegation concerned should also make available to the Interpretation Group (please refer to Room A-274, tel. (+39) 06-570 54503) a person who knows both the language in which the statement is delivered and the language into which it has been translated to ensure synchronization between the speaker and the interpreter.

Members wishing to make available copies of their statements to the Conference participants should provide the desired number of copies to the Documents Desk, at the Korean Conference Service Centre (1st Floor, Building A, at the entrance of the Red and Green Rooms).

Electronic voting system

The Plenary Hall of FAO is equipped with an electronic voting system, which can: (a) determine the number of Delegations present in the room (for the purpose of determining if there is a quorum); (b) carry out a vote without recording names (equivalent to a vote "by show of hands"); and (c) carry out a nominal vote (equivalent to a vote "by roll call") and provide afterwards a list of Delegations having voted "for", "against" or abstaining.

Two large electronic panels in the Plenary Hall show the result of each vote taken; in addition a formal printed record is provided to the Chairperson and the Elections Officer for certification of the results of the vote and inclusion in the Verbatim record.

The electronic voting system cannot be used for secret ballots, including elections. Therefore secret ballots are conducted in accordance with the relevant legal provisions using tellers, ballot papers, voting booths, ballot boxes and a counting room.

The electronic voting system was upgraded in 2014 to allow the display of names of Member Nations and how they vote on large plasma screens on either side of the Plenary Hall.

Election of Council Members

Nomination forms for Member Nations wishing to be elected to the Council are appended to document **C 2015/11**. All forms should be completed and signed by the delegate of the country standing for election to the Council and by two nominating delegations, which need not necessarily be from the same region as the candidate.

The forms should be submitted to Room A139, Office of the Secretary-General of the Conference, by **12.00 hours on Monday, 8 June 2015** at the latest.

In accordance with Rule XXII.10(g) of the GRO "... Candidates who are unsuccessful in the election to fill the vacancy or vacancies occurring in the first calendar year shall be included among the candidates for election to the vacancy or vacancies occurring in the second calendar year, except where they voluntarily withdraw."

Bilateral meeting rooms

A limited number of bilateral meeting rooms are available for use by delegations on an hourly basis.

Please refer to Room A276, ext. 53770, email: Meeting-Services@fao.org.

Medical services

For medical emergencies, participants should **dial 30** from in-house telephones or 06-57053400 from outside FAO Headquarters. For other medical services, participants may call extension 53577 from in-house telephones (06-570 53577 from outside FAO Headquarters). They may also go directly to the Medical Service (1st Floor, Building B) during the working hours of the Conference.

For urgent medical assistance outside working hours, participants are requested to call 118 or *Guardia Medica*/Doctors-on-Call on 06 570600.

Environmentally friendly Conference

Participants are invited to note the following eco-friendly services:

- All documents have been printed in a limited number of copies on ecological paper. Participants are encouraged to consult documents on-line and to request additional copies only if indispensable.
- The Organization is promoting the use of quick response codes to download publications and documents to mobile devices.
- As an alternative to plastic-bottles, drinking water has been provided inside Meeting Rooms. Water dispensers can be found throughout the building.

Flight bookings

Carlson Wagonlit Travel (CWT), located on the Ground Floor of Building D, Room D074, can assist delegations with flight bookings, transfers and tour reservations.

The office is open Monday through Friday, from 9:00 to 17.00 hours. During the Conference, the office will be open also on Saturday 6 and Saturday 13 June, from 9:00 to 17.00 hours.

For flight bookings and other travel arrangements please contact CWT at faoprivate@cwtbook.it; tel: (+39) 06 570 55582; fax: (+39) 06 570 53619.

The travel agent can change or modify tickets and flight reservations made through their office. Tickets booked by any other travel agent must be changed or modified through the travel agent which made the booking, or directly with the airline/service provider concerned. During standard working hours, however, CWT will assist travellers to contact the airlines to amend tickets issued by other agencies. The Secretariat is not in a position to make travel arrangements for Conference participants.

Catering facilities

The FAO Headquarters offers the following dining and snack bar facilities:

- Building A Ground Floor Polish Bar: from 7:30 hours until the end of the daily session
- Building B 8th Floor Cafeteria Terrace: from 12.00 to 14.30 hours
- Building B 8th Floor Bar B: from 08.30 to 15.00 hours
- Building C 8th Floor FAO Restaurant: fixed menu from 12.00 to 14.30 hours (open only with reservation 24 hrs in advance: ext. 56823 - tel. 06-57056823)
- Building C 8th Floor FAO Open Buffet Fixed price Buffet: from 12.00 to 14.30 hours (ext. 56823 - tel. 06-57056823)
- Building C 8th Floor Blue Bar: from 08.30 to 17.00 hours (closed from 6 to 8 June)
- Building D Ground Floor Bar D: from 07.30 to 17.30 hours

On Sunday 7 June the Polish Bar will be open from 12.00 to 17.00 hours and the FAO Open Buffet and Bar B will be open from 12.00 to 14.30.

Payment accepted only in Euros. ATM (*Bancomat*) and credit cards are accepted at the Cafeteria, Restaurant, Open Buffet, Polish Bar and Blue Bar.

Vending machines and water dispensers are available in various locations throughout the building.

Banking and currency exchange facilities

The *Banca Intesa San Paolo* is located on the Ground Floor, Building B, and is open from 08.35 to 16.35 hours. The *Banca Popolare di Sondrio* is located on the Ground Floor, Building D (D016), and is open from 08:30 to 16:30 hours.

The banks are open from Monday to Friday.

Cash dispensers (ATM) for credit card withdrawals are located at the entrance of both Banks and the Post Office, which is on the left of *Banca Intesa San Paolo*.

Slovak Delegates' Lounge

The Slovak Delegates' Lounge is for the exclusive use of Permanent Representatives attending FAO meetings. Three TV monitors have been installed in the Lounge, allowing delegates to follow the proceedings in the Red and Green Rooms, as well as the Plenary Hall. Ten work stations and one Multifunctional Printer are available in the Lounge and a FAO staff member is present to assist Delegates.

WiFi coverage and Internet point

WiFi coverage is available in all meeting rooms, the Atrium and catering facilities. Select "guest_internet". Password: wifi2internet

Prayer Room

A Prayer Room is available for use by Conference participants in Room A250 Ter.

Cloakroom

A cloakroom is situated at the main entrance (Building A) on the right hand side before the staircase.

Pigeon holes at the Documents Desk	Delegates are kindly requested to refrain from distributing documents in the meeting rooms during the Conference. Documents for other delegations may be left at the Korean Conference Service Centre, located at the entrance of the Red and Green Rooms. Delegates should pick up the contents of their pigeon holes regularly.
FAO tree park	The park in front of Building A was planted in the early 1950s and additional trees and other plants were added over the years. The renovated park was inaugurated at the 19 th Session of the Committee on Forestry in 2009 to offer a common outside area which can be used by Conference delegates and FAO staff.

Officers of the Conference

Chairperson of the Conference	A-382	57043
Chairperson, Commission I	A-366	57148 / 57148
Chairperson, Commission II	A-369	57133 / 57134
Chairperson, Credentials Committee	A-138	57029 / 57030
Independent Chairperson of the Council	A-381	57041

Secretariat of the 39th Session of the Conference

Director-General	Mr José Graziano Da Silva	B-401	53433 / 53434
Deputy Director-General (Knowledge)	Ms Maria Helena Semedo	B-337	52060
Deputy Director-General (Operations)	Mr Daniel Gustafson	B-422	56320
Directeur de Cabinet	Ms Fernanda Guerrieri	B-409	54000
Secretary-General of the Conference	Mr Louis Gagnon	A-140	53098
Assistant Secretary-General of the Conference	Ms Lauren Flejzor	D-444	53081

Special Event

"Completing the MDG round: recognizing achievements in the fight against hunger"

This Special Event will be held on **Sunday 7 June 2015** from **15.00 to 18.30** hours in the **Plenary Hall**, and will honour the success achieved by countries in fighting hunger and making outstanding progress in ensuring food security for all.

Side Events

The following side events will take place during the Conference. This table is subject to changes. The updated version is available at http://www.fao.org/about/meetings/conference/c2015/side-events/en/

DATE	TIME	EVENT	ROOM
Saturday 6 June 2015	11:30-13:00	High Level Panel on FAO and the SIDS	Green Room
Monday 8 June 2015	12.30-13.30	Zero Hunger	Green Room
	13.30-14.30	Agrifood Trade and Regional Integration in Europe and Central Asia	Iran Room
Tuesday 9 June 2015	12.30-13.30	Building Resilience in Africa's Drylands	Sheikh Zayed Centre
	13.30-14.30	Near East and North Africa's Water Scarcity	Sheikh Zayed Centre
Wednesday 10 June 2015	12.30-13.30	Side Event co-hosted by Japan, FAO and African Regional Group of the Permanent Representatives to FAO Direction for Food Value Chain Development in Africa – Agricultural Development through TICAD Process –	Sheikh Zayed Centre
	13.30-14.30	Family Farming and Rural Territorial Development in Latin America and Caribbean	Sheikh Zayed Centre
	17.00-18.00	Side Event on Soils with presentation of Goodwill Ambassadors on the International Year of Soils	Sheikh Zayed Centre
Thursday 11 June 2015	13.00-14.00	Asia and the Pacific Regional Rice Initiative	Sheikh Zayed Centre
Friday 12 June 2015	13.00-14.00	Global Alliance for Climate-Smart Agriculture: The Way Forward	Sheikh Zayed Centre