



Food and Agriculture  
Organization of the  
United Nations



World Health  
Organization

**CODEX  
ALIMENTARIUS**  
INTERNATIONAL FOOD STANDARDS

# 46<sup>th</sup> session of the Codex Alimentarius Commission

## Information for delegates

### Getting into the FAO building

Participants are requested to use the visitors' entrance located in Viale Aventino above the Circo Massimo metro station. Visitors can access the building through the Reception Pavilion, which is beyond the staff and members turnstiles, where they will be submitted to a quick, airport-like security checkpoint. Within the Reception Pavilion, dedicated staff and security guards will facilitate collecting building passes/badges.

### Collecting your badge

Registered participants can collect building passes/badges by presenting a valid passport or identity card at the security booth in the Reception Pavilion. Collecting your building pass/badge may take several minutes, particularly on the occasion of large events such as the Codex Alimentarius Commission. The Codex Secretariat strongly advises all participants to arrive no less than 30 minutes ahead of each session.

Delegates and participants are requested to wear their building passes at all times: access to the FAO headquarters is prohibited to any individual not in possession of a valid building pass. Lost building passes should be reported without delay to the FAO Security Office. Delegates are reminded not to leave briefcases or any valuable items unattended in conference rooms.

### Wi-Fi Coverage

FAO offers free Wi-Fi coverage in all meeting rooms and catering areas. Participants with laptops, smartphones or tablets with Wireless Local Area Network (LAN) capabilities, may use this service, selecting the network "guest\_internet":

username: **visitor**

password: **wifi2internet**

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### Services at FAO

#### Travel facilities

Carlson Wagonlit Travel (CWT), the official travel agency of FAO, is located on the Ground Floor of Building D (Room D074). Office hours are 9:00 to 17:00. For further information, participants may contact CWT on **+39 0682075379** or by e-mail: [faotravel@cwtbook.it](mailto:faotravel@cwtbook.it)

Delegates are reminded that airline offices in Rome are open from 9:00 to 19:00 on weekdays, but are closed on Saturdays and Sundays.

*For emergency requirements outside business hours*, CWT offer a 24 hour emergency service dedicated to providing traveller assistance (from within Italy dial: 800 - 871932; and +44 208 7579000 from all other countries).

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#### DHL Courier Service Office

The DHL Courier Service Office, located in **Building C (Room C-005)**, is available for private and official dispatches from 9:00 to 12:30, Monday to Friday.

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#### Post Office

The Post Office is located on the **ground floor of Building B**, and is open on Mondays, Wednesdays and Fridays from 08:20 to 12:30 in the morning and from 13:30 to 15:30 in the afternoon.

The Post Office provides some banking services as well and has an ATM by its entrance.

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#### Banking and Currency Exchange Facilities

The currency of Italy is the EURO. Two banks are present in FAO:

**The Banca Intesa San Paolo** is located on the ground floor of building B, open from 08:30 to 16:30, Mondays to Fridays. The ATMs are at the entrance of the Bank.

**The Banca Popolare di Sondrio** is located on the ground floor of building D (D016), open from 8.30 to 16.30, Mondays to Fridays. The ATMs are close to the entrance of the bank and along the corridor.

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#### The David Lubin Memorial Library

The David Lubin Memorial Library is considered one of the world's finest in food, agriculture, and rural development. It can provide delegations of FAO Member and Observers with information resources and services needed for their work. The library is situated in building A, ground floor, Room A-005 (Extension: 53784; e-mail: [FAO-Library-Reference@fao.org](mailto:FAO-Library-Reference@fao.org)). It offers reference and information services, tours and briefings to FAO staff and delegations, inter-library loans, and reproduction of FAO documents.

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#### Cloakroom

A cloakroom is available for use by Participants, at the Building A main entrance (on the right side).

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#### Meditation Room

A Meditation Room available for use by people of all faiths, is located on the second floor of building A (Room A.250 Ter) near the Iraq room.

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#### First Aid – Medical Emergencies

For normal medical requirements, please dial 53640 or 55565 or go to the Medical Service, Room B-162, first floor of building B.

The Medical Service will be open during the Codex Alimentarius Commission working hours. For medical **emergencies dial 30** from all in-house telephones.

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#### Bookshop

The "Food for Thought" bookshop, located on the ground floor of building B, offers a selection of English, French and Spanish language books, stationery, writing paper, wrapping paper, greeting cards and guidebooks. The bookshop is open from 9.00 to 17.30. For more information call +39 06 5705-3127.

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### FAO Shop

Located in headquarters on the ground floor of building B, the FAO Shop offers a selection of branded merchandise. Open on Tuesdays and Thursdays from 10:30 to 12:30. For more information write to [FAO-Shop@fao.org](mailto:FAO-Shop@fao.org).

### Catering Facilities

The FAO Headquarters offers dining and bar facilities where participants may sit down for a meal or order a quick snack and beverage. The FAO Cafeteria, self-service restaurant located on the eighth floor, building B, is available to delegates from 12.00 to 14.30 for lunch. The cafeteria offers a selection of first and second courses, grilled foods, salads, desserts, and drinks. There are several snack bars on the premises, offering hot and cold beverages and a variety of pastries and sandwiches:

**Polish Bar** (ground floor, building A) 07.30 to 17.30

**Bar D Eden Caffè** (ground floor, building D) 07.30 to 17.00

**Uzbekistan Lounge** (eighth floor, building C) 08.00 to 17.00

**Fountain Bar** (eighth floor, building B) 08.00 to 15.00

Payments accepted only in Euros. Bancomat (ATM Cards), credit cards, and contactless payments are accepted everywhere.

Vending machines with assorted refreshments and free water dispensers are also located at various points throughout the premises.

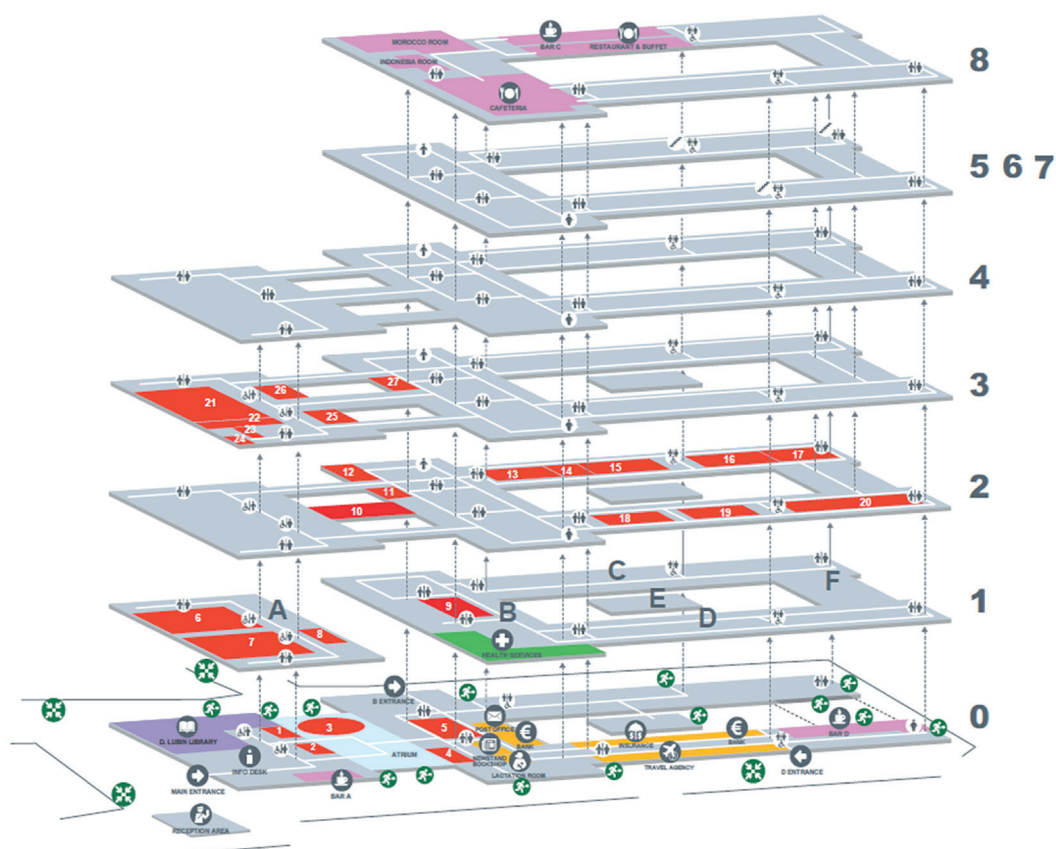
## FAO Headquarters Map

### FAO SERVICES

➔ ENTRANCE / EXIT	📄 MEETING ROOMS
👤 RECEPTION AREA	🏠 ATRIUM
ℹ️ INFORMATION DESK	📖 LIBRARY
📚 D. LUBIN LIBRARY	🍷 BAR/CAFETERIA
🏦 BANK	🛠️ FACILITIES
📧 POST OFFICE	🏥 HEALTH SERVICES
📰 NEWSSTAND / BOOKSHOP	🚪 EMERGENCY EXIT
👶 LACTATION ROOM	🚻 ASSEMBLY POINT
🏠 INSURANCE	🚽 TOILETS
🗺️ TRAVEL AGENCY	⬆️ LIFTS
🍷 BAR	
🍽️ CAFETERIA / RESTAURANT AND BUFFET	

### FAO MEETING ROOMS

<b>3 FLOOR</b>		
21	PLENARY	A335 int
22	CARIBBEAN	A335 bis
23	THAILAND	A382 bis
24	SUDAN	A381
25	CANADA	A337
26	INDIA	A327
27	QUEEN JULIANA	B324
<b>2 FLOOR</b>		
10	IRAQ	A235
11	MALAYSIA	B227
12	CUBA	B224
13	ETHIOPIA	C285
14	NIGERIA	C215
15	PHILIPPINE	C277
16	GERMAN	C269
17	AUSTRIA	C237
18	LEBANON	D209
19	MEXICO	D211
20	KING FAISAL	D263
<b>1 FLOOR</b>		
6	RED	A121 int
7	GREEN	A121 ter
8	PAKISTAN	A127
9	IRAN	B116 bis
<b>0 FLOOR</b>		
1	U.E.M.O.A.	A018
2	GABON	A025
3	SHEIKH ZAYED	Atrium
4	SLOVAK	B013
5	FLAG	B018



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### Protecting your valuables

**A word of caution.** International cities that attract many tourists also attract those people who steal from tourists. Consequently, delegates are advised to carry their valuables safely, especially on public transport and in crowded places where pickpockets often operate.

Once delegates have checked into their hotel, it is advisable to leave important documents such as passports in the hotel safe and to carry a photocopy. Identity cards, valuables, and anything else not needed in the city are best left at the hotel or place of residence while delegates are sightseeing, shopping, or dining out.

Delegates are highly advised to avoid walking around Rome wearing the FAO building pass/badge or any other recognizable sign of any affiliation to international organizations or foreign governments.

### When in Rome...

#### Arrival

The two main airports in Rome are Leonardo Da Vinci International Airport (Fiumicino airport - FCO, 32 km west of Rome) which is used by major airlines, and Ciampino airport where several low cost airlines operate (CIA -14 km southeast of Rome).

Learn more:

**Leonardo da Vinci:** <https://www.adr.it/web/aeroporti-di-roma-en/>

**Ciampino:** <https://www.adr.it/web/aeroporti-di-roma-en/pax-cia-ciampino>

#### From & To Fiumicino Airport

##### Trains and Subway to FAO

**The Leonardo Express** is a non-stop train service which takes you from Fiumicino airport to Termini Station (the main train and subway station in the centre of Rome) in approximately 30 minutes without intermediate stops. The Leonardo Express runs every 30 minutes every day both ways (from Fiumicino to Termini and from Termini to Fiumicino).

For details: <https://www.trenitalia.com/en/services/leonardo-express.html>

From Fiumicino airport you can also take the **Trenitalia's FL1** regional train to the main train stations in Rome (Trastevere, Ostiense, Tuscolana and Tiburtina). When taking these trains to FAO you should get off at **Ostiense station**. These trains will take approximately 20 minutes from Fiumicino airport to Roma Ostiense and the cost of a one-way ticket is €8 per person. The Rome Ostiense train station is connected to the Piramide Metro B station.

FAO HQ is one stop on Metro B (direction Rebibbia/Jonio) to Circo Massimo (you will see the FAO building as you come up the steps)/The FAO headquarters is located on the metro stop Circo Massimo of the B line (Rebibbia/Jonio - Laurentina, marked with a blue colour).

Check the map here: <https://goo.gl/maps/SiDFjRguJ9sfEP11A>

**Subway tickets** can be purchased at a tobacco shop / newspaper kiosk at the Airport and Termini Station and from the automatic machines at the subway stations. Most stations also now have Tap & Go technology where you can use contactless credit, debit or prepaid cards, or cards with the contactless icon.

Access to the metro lines is possible also with digital cards on NFC-enabled devices (smartphones, smartwatches etc.)

Learn more here: <https://www.atac.roma.it/en/tickets-and-passes/tap-go>

The BIT (integrated time ticket) costs €1.50 (these tickets are also valid on buses for a total duration of 100 minutes).

For additional information on the Rome public transport system: <https://www.atac.roma.it/en/home>

**Taxis** are available from the airport and apply flat rate (fixed) fares by law to the city centre.

Learn more here: <https://www.adr.it/web/aeroporti-di-roma-en/pax-fco-taxi>

Delegates are advised to use only licensed (white) taxis with meters. Surcharge fares are applied for baggage, night runs, and on Sundays and holidays. The Main Reception in FAO will assist participants in requesting taxis.

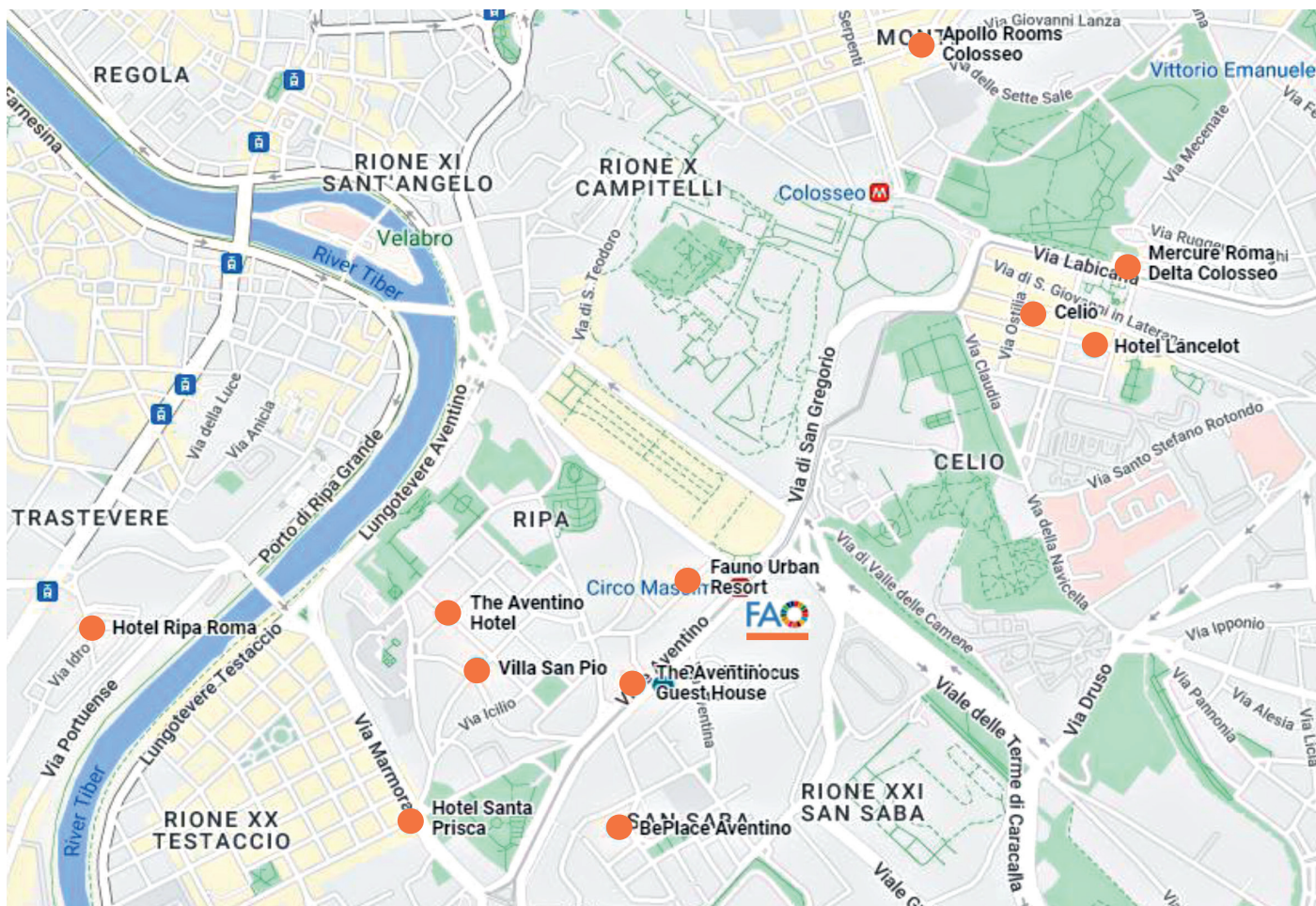


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### Accommodation

Please note that the prices quoted on the following pages are FAO negotiated rates, in making your booking, please indicate that you are participating in the FAO meeting. These hotels have limited available rooms.



#### **Fauno Urban Resort**

Breakfast  
Internet access  
Price per night from 108€

#### **B&B Circus Maximus**

Breakfast  
Internet access  
Price per night from 84€

#### **The Aventino Guest House**

Breakfast  
Internet access  
Price per night from 80€

#### **Villa San Pio**

Breakfast  
Internet access  
Price per night from 90€

#### **BePlace Aventino**

Breakfast  
Internet access  
Price per night from 87€

#### **The Aventino Hotel**

Breakfast  
Internet access  
Price per night from 95€

#### **Hotel Santa Prisca**

Breakfast  
Internet access  
Price per night from 103€

#### **Celio**

Breakfast  
Internet access  
Price per night from 105€

#### **Hotel Lancelot**

Breakfast  
Internet access  
Price per night from 100€

#### **Mercure Roma Delta Colosseo**

Breakfast  
Internet access  
Price per night from 110€

#### **Apollo Rooms Colosseo**

Breakfast  
Internet access  
Price per night from 90€

#### **Hotel Ripa Roma**

Breakfast  
Internet access  
Price per night from 110€