



Information Note for Participants

I. Introduction

The 54th Session of the Committee on World Food Security (CFS 54) will ensure the most effective method of work for the Committee Members, Participants and Observers through physical participation, while benefiting from broad and inclusive participation of additional delegates through the Zoom virtual platform.

The information on the procedures to be applied to the 54th Plenary Session of CFS is presented in the Guide to CFS 54 ([CFS 2026/54/Inf.2](#)).

II. Venue and dates

The 54th Session of the Committee on World Food Security will be held from 19 to 23 October 2026 at the headquarters of the Food and Agriculture Organization of the United Nations (FAO) situated in Viale delle Terme di Caracalla, 00153 Rome, Italy. CFS 54 will take place in the Plenary Hall (3rd floor, building A). The time zone applicable to the CFS 54 schedule is Central European Summer Time (CEST/UTC+2).

The FAO headquarters orientation map can be found on page 6 of this document (Figure 1).

III. Registration and badge collection

Members can register for CFS 54 via the FAO Members Gateway.

Each participant will need to register with their own email address. Each email will grant the participant access to the meeting both in person and virtually. In case you are attending CFS 54 virtually, each registered email address will be granted access to the Zoom videoconferencing platform. For clarifications or questions, kindly contact CFS@fao.org.

Country Delegates who already hold a valid FAO building pass, must still register for the Plenary Session in order to be included in the List of Delegates, Participants and Observers ([CFS 2026/54/Inf.5](#)).

With regard to other Participants' and Observers' registration to CFS, accreditation is only open to invited organizations and CFS stakeholders, who should communicate the members of their delegations to the Secretariat at CFS54-Registration@fao.org.

Delegates can access FAO headquarters through the main entrance at Viale delle Terme di Caracalla, 4 (see Figure 2 on page 7). Those attending the Session in person may also sign in and collect their badges at the same external pavilion located at the main entrance.

In view of the large number of participants, it is advisable to collect the badges as early as possible or allow for queuing time.

Opening hours:

Saturday, 17 October 2026	9.00–15.00
Sunday, 18 October 2026	9.00–15.00
Monday, 19 October – Friday, 23 October	7.30–17.00

Members, Participants and Observers accredited to CFS for virtual participation will receive the connection details for participation via the zoom platform a few days before the session.

IV. Session arrangements

CFS 54 documents are available at <https://www.fao.org/cfs/plenary/cfs54/en>.

CFS 54 will start at 9.00 on Monday, 19 October 2026 in the Plenary Hall (3rd floor, building A, FAO headquarters).

The Provisional Timetable of CFS 54 (CFS 2026/54/Inf.1) is available on the [CFS 54 website](#).

Plenary Sessions will be scheduled as follows:

Monday:	9.00-12.00 15.00-18.00 18.30-21.30
Tuesday-Wednesday:	10.00-13.00 15.00-18.00
Thursday:	10.00-13.00
Friday:	15.00-18.00

Refreshments will be served on Monday, 19 October 2026, from 18.00 to 18.30 in the Sheikh Zayed Lounge (ground floor, building B). All delegates attending CFS 54 in person are invited to attend.

A Satellite Session on Empowering Women Farmers for Food Security and Nutrition: Working Together to Advance Inclusive and Sustainable Food Systems, will be held on Monday, 19 October 2026 from 13.00 to 14.30 in the Green room (1st floor, building A).

V. Method of work

The method of work of the Committee is outlined in document CFS 2026/54/INF/2 – Guide to CFS 54 on the [CFS 54 website](#). All meetings of the Session will be conducted in a hybrid modality with both physical presence at FAO headquarters and participation through the Zoom videoconferencing platform.

VI. Interpretation and Statements

Simultaneous interpretation in all six official languages of the Organization will be available for all Plenary Sessions.

In order to ensure the accuracy of interpretation, delegates are invited to submit digital copies of their statements, in advance to FAO-Interpretation@fao.org and CFS@fao.org at least one hour

before the intervention during the Session. For online participants, kindly use a headset to ensure the intervention can be heard and interpreted accurately.

VII. Accessing CFS Meetings through the Virtual Platform

Download Zoom

Participants can download Zoom on all devices. FAO strongly recommends downloading the Zoom App on your device for a better user experience and connecting your computer via an Ethernet (land wire) cable to your router, rather than using Wi-Fi. Disconnect all other devices from your network. Zoom regularly provides new versions of the App. It is strongly recommended to check for updates frequently to ensure that the new features will work and to enhance the security of the App.

Accessing Meeting Rooms

FAO recommends logging into the Meeting room in the Virtual Platform at least 30 minutes before the start of a Meeting.

Guidance on using Zoom

Following security alerts in the media related to vulnerabilities when using Zoom, please find below some recommendations to make your Zoom experience as successful and secure as possible. Zoom regularly provides new versions of the App.

Quality of Sound

Please note that the biggest impediment to interpretation is poor sound quality. In this regard, please do not use your built-in computer microphone, as it will not provide sufficient sound quality.

- Use a USB-headset with integrated microphone.
- If not available, cell phone earphones/mic are better than none, but only wired, not

Bluetooth

- If no headset/mic is available, an external USB-wired microphone is the next best solution.
- If participants are in a group and have to use one microphone, make sure whoever is speaking is close to the microphone.

Please turn off all sound notifications (Skype, WhatsApp, emails, etc.) while attending the meeting and ensure you are in a place with no background noise or echo.

Please adjust your speech to the remote distance environment (speak slower and more clearly, avoid excessive use of acronyms, etc.)

Zoom Features

Upon entrance to the Zoom meeting, the below features will contribute to a successful meeting experience. Features highlighted in the image are provided below:

1. Mute/Unmute Button: Once you have entered the virtual meeting room, please ensure that your microphone is muted. Should you wish to make an intervention, unmute your microphone by clicking the Mute/Unmute button.
2. Video Button: Click this button to turn your computer camera on or off.
3. Participants Button: Click on this button to see the list of all participants attending the meeting.
4. Interpretation Button: Click on this button to select the interpretation channel of choice. Interpretation is available in Arabic, Chinese, English, French, Russian and Spanish.
5. Reactions Button: The button has a menu where will find the Raise Hand Button, used when you wish to request the floor. Once you have delivered your intervention, please click on the button again.

VIII. Catering facilities at FAO

Within the FAO building there are three coffee shops, a cafeteria and a restaurant. These facilities only accept Euro currency. You may pay with cash, credit or debit card, including contactless cards.

Cafeteria (8th floor of building B): Self-service option offering a variety of organic and international food choices. Hours 11.45–14.30.

Fountain Bar (8th floor of building B): Offers an assortment of coffee, teas, pastries, sandwiches, yoghurts and beverages. Hours 8.00–17.00.

Restaurant Buffet (8th floor of building C): Open buffet food choice. Hours 12.00–14.30.

Delegates Bar (ground floor of building A): Offers an assortment of sandwiches, pizza, fresh salads, beverages, yoghurts, ice cream, fruits and coffee. Hours 7.30–17.00.

Uzbekistan Lounge (8th floor of building C): Expanded selection of sandwiches, salads, pastries, yoghurts, ice creams, fruit and beverages. Hours 8.00–17.00.

Eden Bar (ground floor of building D): Open buffet food choice, assortment of sandwiches, pizza, fresh salads, beverages, yoghurts, ice creams, fruits and coffee. Hours 7.30–17.00.

Throughout the building vending machines are available for coffee, tea and soft drinks. Drinking water fountains are also placed in each building and floor of FAO headquarters, therefore you may wish to bring a reusable bottle.

IX. Banks in FAO headquarters

Bank	Information
Banca Intesa San Paolo	Ground floor of Building B Opening hours: Monday to Friday from 08.35 – 16.35 <i>The ATM is at the entrance of the Bank.</i>
Banca BPER	Ground floor of Building D (D016) Opening hours: Monday to Friday from 08.30 – 16.00 <i>The ATM is at the entrance of the Bank.</i>

X. Contacts

For specific queries and concerns, please contact the CFS Secretariat at: CFS@fao.org.

Please refer to the CFS website (<https://www.fao.org/cfs/en>) for further information and updates on the Session (as information becomes available).

For any security and medical emergency, you may contact the building B security desk (room B-067bis), which is open 24 hours at the following numbers: +39 06 579 51345 and +39 06 570 54480.

The following numbers may be useful in case of emergency in Italy outside FAO headquarters:

Medical Emergencies/Ambulance 118
General Emergencies 112
Police 113
Fire 115
City Physician on Call (Guardia Medica) 06-570-600

XI. Transportation to FAO headquarters

Rome has two international airports: Leonardo da Vinci Airport (FCO) at Fiumicino, which is used by major airlines, and Ciampino Airport (CIA). Although both are located outside the city centre, there are easy connection lines that you can take.

Public transport from Fiumicino airport

- The Leonardo Express is a non-stop train that costs 14.00 Euros and takes 30 minutes from Fiumicino airport to Termini Station. From Termini Station, you may take metro line B (direction Laurentina) for three stops and get off at Circo Massimo. FAO is right across the street.
- Regional Trenitalia Services: from Fiumicino airport to Roma Ostiense Station (any of the following final destinations work: Roma Tiburtina, Fara Sabina, Poggio Mirteto or Orte). These trains stop at every station and cost 8.00 Euros. Roma Ostiense Station will be reached in approximately 28 minutes and is connected to the Piramide stop of metro line B (direction Rebibbia) for one stop and get off at Circo Massimo. FAO building is to your right as you come up the steps.

Public transport from Ciampino airport

A shuttle bus from Ciampino airport is available to metro line A at Anagnina to reach the Central Station (Termini). From Termini Station metro line B (direction Laurentina) should be taken for three stops to Circo Massimo.

Figure 1

FAO headquarters orientation map

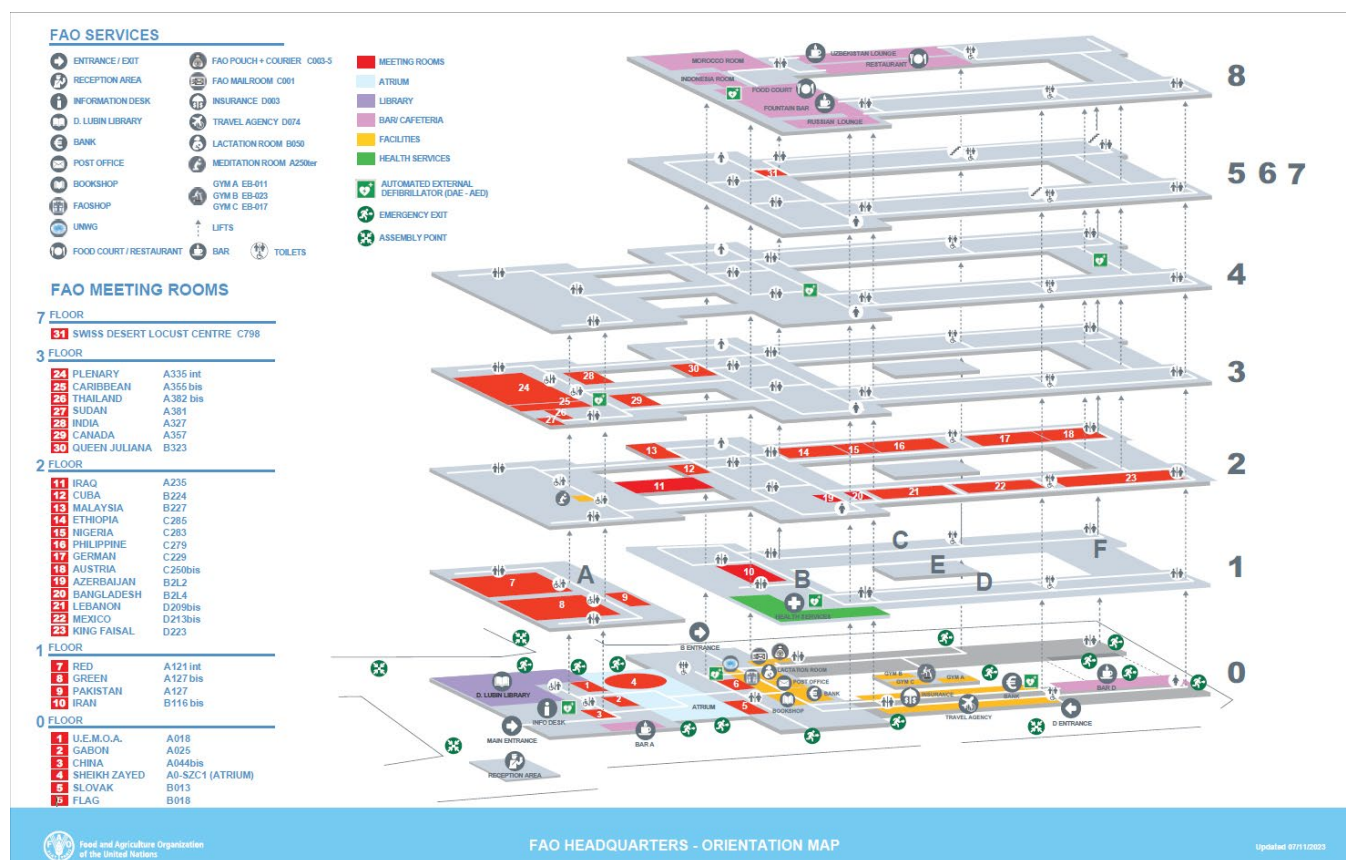


Figure 2

Delegates can access FAO headquarters, through the main entrance at Viale delle Terme di Caracalla, 4, indicated with a red arrow in the image below.

