

## *12<sup>th</sup> Session, Geneva, 28 and 29 November 2019*

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### **Practical Information**

#### **12<sup>TH</sup> SESSION OF THE FORUM ON MINORITY ISSUES**

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##### **1. Contact**

- For questions specific to registration, including technical inquiries and logistics, email: [FMI-registration@ohchr.org](mailto:FMI-registration@ohchr.org)
- For questions related to the preparation for the session, email: [minorityforum@ohchr.org](mailto:minorityforum@ohchr.org)

##### **2. Travel and Visa**

- Each participant is responsible for making the necessary arrangements for travel and for obtaining a visa, if required.
- Participants requiring a confirmation of registration for visa purposes should specify it on the registration page.
- It is recommended that participants contact the nearest Swiss Embassy or Consulate to determine whether a visa is required (<https://www.eda.admin.ch/eda/en/home.html>).
- Please note that visa application procedures need to be started well ahead of time.
- All travel related-expenses, accommodation and insurances are the responsibility of the participant.

##### **3. Location**

Palais des Nations, Avenue de la Paix 14, CH-1211 Geneva 10, Switzerland.

Forum (28 and 29 November) Room XX, Palais des Nations, Building E, 2<sup>nd</sup> Floor

Preparatory meeting (27 November) Room VII, Palais des Nations, Building A, 3<sup>rd</sup> Floor

[https://www.unog.ch/80256EDD006B8954/\(httpAssets\)/88FFDD768F055AECC1256F2A0052A3CC/\\$file/Palais+des+Nations+map.pdf](https://www.unog.ch/80256EDD006B8954/(httpAssets)/88FFDD768F055AECC1256F2A0052A3CC/$file/Palais+des+Nations+map.pdf)

##### **4. Registration for the Forum**

- Participants representing an organization must submit an accreditation letter (letter on official letterhead of the organization, signed by a senior manager, requesting participation of their delegation in the Forum, presenting the organization and relevance to the Forum's topic);
- Each participant must register individually, even if they are part of a delegation.

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All participants must:

- Register online at <https://reg.unog.ch/event/19367>. Before registering, participants will need to create an Indico user profile
- Receive a confirmation of their registration by email from the Forum Secretariat. The confirmation email will contain a QR code. This code will need to be scanned by UN security officers upon your arrival to the UN in order to create the accreditation badge. The entrance to the UN is located at:

**Palais des Nations - Security entrance  
Pregny Gate, 8 - 14 Avenue de la Paix  
1211 Geneva 10  
Open Monday to Friday from 8 a.m. to 5 p.m.**

You are strongly advised to be at **Pregny gate** at least one hour in advance of the meeting. Delays are common and participants are unfortunately required to wait in the open air. You will need to bring with you:

- Your passport
- Your QR code (in your email of confirmation of registration)
- Your accreditation letter

### **5. Registration for the List of Speakers**

- Participants, who wish to take the floor under one of the panel discussions, are invited to register in advance through the online registration link that will be available on the Forum webpage (<http://www.ohchr.org/EN/HRBodies/HRC/Minority/Pages/Session12.aspx>) on **22 November 2019**. The online registration for the List of Speakers **will close 27 November 2019 at 4:00 p.m.**
- Please, kindly note, that due to a very large number of participants and limited time available for statements, each organization **shall be given the floor once**, and may get a second opportunity to make a statement under a different agenda item **if time permits**.
- Participants, who may not get the chance to register online, will still have the opportunity to register during the Forum in room XX by approaching the Secretariat and writing down their names in the List of Speakers.
- **However**, please, note that due to a very high number of participants wishing to take the floor during the Forum, the participants who registered online in advance will be given priority. Participants who register during the Forum in room XX will be given the floor **if additional time remains**.
- **Please note that only participants duly registered for the event will be given the floor.**

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### **6. Transport**

Palais des Nations is accessible via several bus lines and a tramway. The **Appia** stop is nearest to the **Pregny Gate** and is served by buses 8, 28, F, V and Z. The **Place des Nations** stop is located 500 metres away from the **Pregny Gate** and is served by tram number 15 and buses 5, 8, 11, 28, V, F, and Z. Visitors **cannot** enter through the gate of Place des Nations and must make their way to the **Pregny Gate**.

**From Geneva Cointrin airport:** take the bus n°28 towards Jardin Botanique and stop at **Appia**; or take the bus n°5 towards Thônex Vallard and stop at **Nations**. *Free tickets, for a period of 60 minutes, are available from a machine in the baggage collection area, just before passing customs.*

**From Cornavin train station:** by bus 5 towards Aéroport or tram 15 towards Nations, stop at **Nations**. By bus 8 towards OMS, stop at **Appia**.