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Economic and Social Commission for Western Asia (ESCWA)

Arab Region Parliamentary Forum on the 2030 Agenda
Beirut, 24-25 January 2019

Logistics Note

I. DATE AND VENUE

The Arab Region Parliamentary Forum on the 2030 Agenda will take place from 24 to 25 January 2019 at the UN House in Riad El Solh area, Beirut, Lebanon. For additional information, please visit the following webpage: <https://www.unescwa.org/events/2019-arab-parliamentary-forum-2030-agenda>.

II. CONTACT INFORMATION

For any questions regarding logistics and arrangements, please contact:

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III. LANGUAGES

Arabic is the working language of the forum. Simultaneous interpretation will be available from and into Arabic and English.

IV. REGISTRATION

All participants are requested to register online through the following link: <https://reg.unog.ch/event/26039/registration/>. Please report any registration difficulties to the organizers.

V. ACCESSING THE UN HOUSE

Access to the UN House will be facilitated by the Safety and Security Section of ESCWA. Upon arrival, participants will be asked to show a valid government-issued photo identification card and will receive a badge to access the building. Participants are requested to keep the badge with them at all times.

Pedestrians use the Visitors Entrance accessed through Gibran Khalil Gibran garden facing the building.

Car access to the UN House premises is not allowed. Exception is made for cars of VIPs; in this case, please provide ESCWA with the **model, color and plate number** of the vehicle, in addition to the **driver's name** and mobile at least **two days** ahead of the event. Hence with the exception of VIPs you are advised to take taxi from your hotel to UN House. There is traffic congestion in Beirut in the morning and it is recommended to leave your hotel/place of residence early to allow for this.

VI. INTRA-FORUM

- **Lunch and coffee breaks:** Lunch will be served in the Cafeteria on Ground Floor. Coffee Breaks will be served outside the Main Hall on B1 level.
- **Prayer Room:** There is a prayer room located on Mezzanine Floor (MZ). There are also numerous mosques in close vicinity to UN House.
- **Smoking:** Smoking is prohibited in the building. There is one designated smoking area to the right of the main entrance. You are also free to smoke in the Khalil Gibran Garden in front of the building.

VII. VISA

Participants from outside Lebanon are requested to inquire about their visa and, if needed, secure one accordingly by contacting the Lebanese embassy/consulate in their country¹. Any difficulties should be reported to the organizers. Details are available at the following website: <http://www.general-security.gov.lb/en/posts/38>

VIII. HOTELS

Please contact the organizers for the list of hotels with reduced rooms rates that are exclusive to delegates attending the event.

IX. TRANSPORTATION

Participants are kindly requested to arrange their local transportation between the airport, hotel and forum venue. It is recommended to arrange airport pick-up with the hotel selected.

X. EXCHANGE RATE

USD 1.00 \approx LBP 1,500.

XI. TRAVEL AND ACCOMODATION

For sponsored participants from outside Lebanon, details of the sponsorship including flight, accommodation and transportation will be communicated by email.

¹ ESCWA will offer visa assistance to participants from Palestine and other Arab countries on the condition that required papers are submitted at least 3 weeks ahead of travel date.