



**INTERNATIONAL TREATY ON PLANT GENETIC RESOURCES  
FOR FOOD AND AGRICULTURE**

**SECOND MEETING OF THE AD-HOC OPEN-ENDED WORKING GROUP TO  
ENHANCE THE FUNCTIONING OF THE MULTILATERAL SYSTEM**

**Geneva, Switzerland, 9-11 December 2014**

**INFORMATION NOTE FOR PARTICIPANTS**

**1. Opening**

The Second meeting of the *Ad Hoc* Open-ended Working Group to enhance the functioning of the Multilateral System will be held in Geneva, Switzerland from Tuesday 9 to Thursday 11 December 2014 at the “Palais des Nations” starting at 10:00 a.m. on Tuesday, 9 December 2014.

An Information Event will be held on 8 December 2014 at the same venue, where the researchers of the Studies will present their major findings. Arrangements are being made to allow also delegates and stakeholders to hold regional and inter-regional consultations before the start of the meeting (see para 9 for room allocation). Please see the Programme at this link: [http://www.planttreaty.org/sites/default/files/Seminar\\_8Dec2014.pdf](http://www.planttreaty.org/sites/default/files/Seminar_8Dec2014.pdf)

**2. Venue and Building Passes**

Both the Information Event and the Second meeting of the Working Group will take place at the Palais des Nations (United Nations Office at Geneva), in Room XVI. This is situated on the fifth floor of Building A of the Palais, which can be most easily accessed through Doors A13-A15. Rooms for Regional Consultations are located in Building E.

A map of the Palais is annexed to this Note.

All meeting participants wishing to access the Palais des Nations must register in advance through the Secretariat of the International Treaty, who coordinates access of participants with the FAO Office in Geneva. Security identification badges are delivered upon provision of a duly approved accreditation request. Therefore, delegates who do not hold a permanent UNOG (United Nations at Geneva) identification badge are kindly requested to complete the attached conference registration form and hand it at the Security Gate. The form in different languages can be downloaded at the following links:

[ftp://ftp.fao.org/ag/agp/planttreaty/publi/2014/ungen/Conf\\_Part\\_English.pdf](ftp://ftp.fao.org/ag/agp/planttreaty/publi/2014/ungen/Conf_Part_English.pdf)  
[ftp://ftp.fao.org/ag/agp/planttreaty/publi/2014/ungen/Conf\\_Part\\_French.pdf](ftp://ftp.fao.org/ag/agp/planttreaty/publi/2014/ungen/Conf_Part_French.pdf)  
[ftp://ftp.fao.org/ag/agp/planttreaty/publi/2014/ungen/Conf\\_Part\\_Spanish.pdf](ftp://ftp.fao.org/ag/agp/planttreaty/publi/2014/ungen/Conf_Part_Spanish.pdf)

Participants can collect their security identification badge from 8:00am on 8 December 2014 at the following address:

**Palais des Nations**  
Pass and Identification Unit  
UNOG Security and Safety Section  
**Pregny Gate**  
8-14 avenue de la Paix  
1211 Geneva

**The ID Unit is open from 08h00 to 17h00 from Monday to Friday. Please bring the original of your conference registration form and ID document.**

Only participants previously registered with the Secretariat will be granted access. Meeting badges will subsequently be handed upon registration with the Treaty Secretariat, outside Room XVI.

**Local contact, if needed:**

**Ms Stéphanie Boubault**  
Administrative Associate  
FAO Liaison Office in Geneva (FAO-LOG)  
Office A.583  
Tel: +41 (0)22 9173683  
Fax: +41 (0)22 9170065  
E-mail: [Stephanie.Boubault@fao.org](mailto:Stephanie.Boubault@fao.org)

**3. Transport from Geneva Airport**

You can pick up a free ticket for public transport from a machine in the baggage collection area at Arrivals (it is situated next to the customs clearance section). This bus ticket allows you to use public transport in Geneva free for a period of 80 minutes. Bus No. 28 (destination “Jardin Botanique”) can be found at the check-in level of the airport. It is direct to the Palais des Nations and the journey is approximately 15 minutes. Alight at “Appia”, which is nearest to the Pregny Gate.

Alternatively, there is a taxi rank outside the arrivals section. Fares between airport and city are in the range of CHF 30/35. The cost will depend on traffic conditions, time of day and number of passengers. The driver will request a small extra charge for luggage. At the time of writing, the fare within Geneva is the amount shown on the taximeter.

**4. Transport from Cornavain Train Station**

Buses No. 8, F, V and Z all take you near the Pregny Gate. Alight at “Appia”. The journey is 15-20 minutes. Most hotels in Geneva issue guests with a complimentary bus pass for the duration of the stay. If this is not the case, please note you need to buy

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your ticket before entering the bus from the dispensers located at the bus stops. For timetables and more details, visit: [www.tpg.ch](http://www.tpg.ch). Alternatively, there is a taxi rank outside the station.

Although bus No. 5 and tram No. 15 also go the UN, they stop at “Nations”, and it is an uphill walk to the Pregny Gate from there.

## **5. Hotel information**

A block-booking for participants supported by the Treaty has been made at **Hotel Design F6** located at no. 6, rue Ferrier - CH-1202 Geneva (near Cornavin Railway Station). Check-in 7 December check-out 12 December. Accommodation for supported participants will be paid directly by the International Treaty. For further information of the hotel please visit this link <http://www.hotel-6.ch/en> The Hotel kindly provides a bus ticket upon registration.

For all other participants, a list of hotels in Geneva is provided by email, for ease of reference.

## **6. Entry visas for Switzerland**

Participants who require an entry visa for Switzerland should submit a request well in advance to the Swiss Embassy or Consulate in their country of residence.

Please note that Switzerland now applies the European Schengen regulations concerning the issuance of visas. Persons already holding valid Schengen visas issued by other Schengen States will be allowed to enter Switzerland.

## **7. Payment of the Daily Subsistence Allowances (DSA)**

Supported participants will be receiving their DSA through the FAO Representation office **in their country**, unless otherwise specified.

## **8. Currency**

The currency in Switzerland is the Swiss Franc (CHF). The UN's latest operational rates of exchange can be consulted at the following link: <http://teasury.un.org/operationalrates/OperationalRates.aspx>.

## **9. Regional Consultations – Rooms allocation**

The Governing Body decided that sessions of the Working Group would be preceded by a day of regional consultations. The following rooms have been allocated to the Regional Groups in order to carry out their consultations. The rooms are available as of 9:00 of Monday 8 December until the end of the meeting.

**E.3004** Africa Regional Group

**E.3009** Asia Regional Group

**E.3011** Europe Regional Group

**E.3015** Latin America and the Caribbean Regional Group

**E.3019** Near East Regional Group

**E.3023** North America Regional Group

**E.3025** South West Pacific Regional Group

The Secretariat of the International Treaty will be located in room E.3002.

## **10. Documents**

Working Documents and Information documents of the meeting can be downloaded at the following link: <http://www.planttreaty.org/content/second-meeting-ad-hoc-open-ended-working-group-enhance-functioning-multilateral-system-acces>

Printed copies will be available at the venue. For reasons of economy participants are kindly requested to bring their own copies.