



ANNOUNCEMENTS

40th Session of the FAO Conference

FAO, Rome, 3 – 8 July 2017

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Registration and Access to FAO Headquarters

Access to FAO Headquarters is restricted to delegates accredited to the FAO Conference in possession of a valid Conference Building Pass.

A link to the on-line registration system is available on the FAO Members Gateway (www.fao.org/members-gateway). Building passes will be ready for collection as of Monday 26 June 2017 at 10.00 from the Turkish Registration Centre (Main Entrance, Building A). Permanent Representations are strongly advised to pre-collect Conference badges ahead of the start of the Conference.

From Monday 3 to Saturday 8 July, pre-registered participants are requested to collect the Conference Building Pass at the External Registration Centre (located at the entrance on Viale Aventino close to the Metro station), which requires access through screening revolving doors. In order to avoid long queues, in particular on Monday 3 July which foresees the start of the Plenary meeting at 09.00 sharp, Registration will be open from **07.30 and access to FAO premises should take place prior to 08.30**. Please note, pre-registered participants will be given priority consideration.

Delegations (including Ministers) who are in possession of a Conference Building Pass, and are entering by car, are requested to access the FAO site through Ramp 1 and the Main Entrance of Building A no later than 08.30 on Monday 3 July. Due to limited parking space inside FAO premises, no additional parking permits other than the three already issued to delegations will be provided. Parking will be on a “first-come, first served” basis.

Provisional List of Participants

The Provisional List of Participants will be available from Monday 3 July 2017 at the Documents Desk, Korean Conference Service Centre (1st Floor, Building A) for the purpose of checking the accuracy of the entries.

Participants are requested to submit any corrections or amendments to this list to the Documents Desk for inclusion in the final list, which will be uploaded on the [Conference Web page](#).

Delegates who have not yet registered are kindly requested to do so at the External Registration Centre (located at the entrance on Viale Aventino close to the Metro station). **Only registered participants will appear on the list.**

PaperSmart Conference

Participants may make use of the “Print-on-demand” service, if required, at the Documents Desk in the Korean Conference Service Centre (1st Floor of Building A).

The documents of the Conference can be downloaded at:
<http://www.fao.org/about/meetings/conference/c2017/documents/en/>

This document can be accessed using the Quick Response Code on this page; a FAO initiative to minimize its environmental impact and promote greener communications. Other documents can be consulted at www.fao.org



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Statements by Heads of Delegation for Plenary	<p>Due to the limited availability of speaking time, statements will be limited to five minutes. When a representative or observer has spoken for his/her allotted time, the Chairperson shall call him/her to order.</p> <p>To ensure accurate interpretation of statements, timely production of verbatim records and web posting on the Conference website, delegations are kindly requested to submit the electronic version of their statements (preferably in WORD format) to: Conference-Statements@fao.org at least one hour before delivery. The name of the country and speaker should be indicated at the top of the first page in one of the following languages: English, French or Spanish.</p> <p>Those unable to use email for this purpose are kindly requested to hand in a printed copy of written statements to Room A-274 (tel. 06-570-54503) as soon as possible.</p> <p>The meeting will be conducted in Arabic, Chinese, English, French, Russian and Spanish. If speakers wish to make statements in a language other than these, they must provide a text in one of the aforementioned languages to the Secretariat. The delegation concerned should also make available to the Interpretation Group (Room A-274, tel. (+39) 06-570 54503) a person who knows both the language in which the statement is delivered and the language into which it has been translated to ensure synchronization between the speaker and the interpreter. It is strongly recommended that such arrangements be confirmed with the Secretariat ahead of the start of the Conference.</p>
Electronic voting system	<p>The Plenary Hall of FAO is equipped with an electronic voting system, which can: (a) determine the number of Delegations present in the room (for the purpose of determining if there is a quorum); (b) carry out a vote without recording names (equivalent to a vote "by show of hands"); and (c) carry out a nominal vote (equivalent to a vote "by roll call") and provide afterwards a list of Delegations having voted "for", "against" or abstaining.</p> <p>Two large plasma screens in the Plenary Hall show the result of each vote taken; in addition a formal printed record is provided to the Chairperson and the Elections Officer for certification of the results of the vote and inclusion in the Verbatim record.</p> <p>The electronic voting system cannot be used for secret ballots, including elections. Therefore secret ballots are conducted in accordance with the relevant legal provisions using tellers, ballot papers, voting booths, ballot boxes and a counting room.</p> <p>The electronic voting system allows the display of names of Member Nations and how they vote on the screens on either side of the Plenary Hall.</p>
Election of Council Members	<p>Nomination forms for Member Nations wishing to be elected to the Council are appended to document C 2017/11 Rev.1. All forms should be completed and signed by the delegate of the country standing for election to the Council and by two nominating delegations, which need not necessarily be from the same region as the candidate.</p> <p>The forms should be submitted to Room A140, Office of the Secretary-General of the Conference, by 12.00 hours on Tuesday, 4 July 2017 at the latest.</p> <p>In accordance with Rule XXII.10(g) of the GRO "... Candidates who are unsuccessful in the election to fill the vacancy or vacancies occurring in the first calendar year shall be included among the candidates for election to the vacancy or vacancies occurring in the second calendar year, except where they voluntarily withdraw."</p>
Bilateral meeting rooms	<p>Some bilateral meeting rooms are available for use by delegations on an hourly basis. Please refer to Room A276, ext. 53770, email: Meeting-Services@fao.org.</p>
Medical services	<p>For medical emergencies, participants should dial 30 from in-house telephones or 06-57053400 from outside FAO Headquarters. For any medical services, participants may call the reception extension 53577 from in-house telephones (06-570 53577 from outside FAO Headquarters). They may also go directly to the FAO Health Services (1st Floor, Building B) during the working hours of the Conference.</p> <p>For urgent medical assistance outside working hours, participants should call 118 or <i>Guardia Medica/Doctors-on-Call</i> on 06 570600.</p>

Media assistance for Permanent Representatives during the Conference	The Office for Corporate Communication (OCC) informs Delegates to Conference that the Media Relations Branch (OCCM) can provide technical support and facilities for radio and TV interviews in the studios of the <i>Angola Radio and Television Centre</i> , 3 rd floor of Building A (Room A330) from 09.00 to 17.30. Requests should be forwarded, with at least 24 hours' notice, to Mr Erwin Northoff, Chief, Media Relations, OCCM (Erwin.Northoff@fao.org / +39 0657053105).
Catering facilities	<p>The FAO Headquarters offers the following dining and snack bar facilities:</p> <p>Ground Floor</p> <ul style="list-style-type: none"> • Building A – Polish Bar: from 7:30 hours <i>until the end of the daily session</i> • Building D – Bar D: from 07.30 to 17.30 hours <p>8th Floor – Terrace</p> <ul style="list-style-type: none"> • Building B – Cafeteria: from 12.00 to 14.30 hours • Building C – Restaurant: from 12.00 to 14.30 hours (<i>reservation recommended 24 hrs in advance: tel. 06-57056823</i>) • Building C – Open Buffet: from 12.00 to 14.30 hours (tel. 06-57056823) • Building C – Blue Bar: from 08.30 to 17.00 hours • Building B – Bar B: from 08.30 to 17.00 hours <p>Payment accepted only in EUROS. ATM (<i>Bancomat</i>) and credit cards are accepted at the Cafeteria, Restaurant, Open Buffet, Polish Bar, Blue Bar and Bar D.</p> <p>Vending machines and water dispensers are available in various locations throughout the building.</p>
WiFi coverage	WiFi coverage is available in all meeting rooms, the Atrium and catering facilities. Select "guest_internet". Password: wifi2internet

Secretariat of the 40th Session of the Conference

Director-General	Mr José Graziano Da Silva	B-401	53433 / 53434
Deputy Director-General (Climate and Natural Resources)	Ms Maria Helena Semedo	B-337	52060
Deputy Director-General (Operations)	Mr Laurent Thomas	D-647	55042
Deputy Director-General (Programmes)	Mr Daniel Gustafson	B-422	56320
Directeur de Cabinet	Mr Mario Lubetkin	B-409	54595
Secretary-General of the Conference	Mr Louis Gagnon	A-140	53098
Assistant Secretary-General of the Conference	Ms Caroline Von Gayl	D-766	54695

Side Events

A number of side events will take place during the Conference. The list of side events is available at <http://www.fao.org/about/meetings/conference/c2017/side-events/en/>

Additional information regarding the Conference and FAO Headquarters can be found at the following links:

[Information for Participants](#)

[FAO Headquarters](#)

[Information on transportation](#)