

March 2017



Food and Agriculture
Organization of the
United Nations



The International Treaty
ON PLANT GENETIC RESOURCES
FOR FOOD AND AGRICULTURE

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

**SPECIAL EVENT AND EIGHTH MEETING OF THE AD HOC ADVISORY
COMMITTEE ON THE FUNDING STRATEGY**

Rome, Italy,

Special Event: 18 March 2017

ACFS meeting: 20-21 March 2017

NOTE FOR PARTICIPANTS

I. ACCESS TO FAO

1. The FAO Headquarters Complex is located on Viale delle Terme di Caracalla, in front of the Circo Massimo. FAO can be reached by car, bus (No. 60, 75, 81, 118, 160, 271, 628) and metro line B (Circo Massimo stop).

2. To enter FAO premises, participants should use the main entrance for visitors on Viale Aventino, next to the Metro entrance, and go to the reception desk in the security pavilion. Participants need to bring a valid identification document (passport or other type of official identification card with a photograph) with them. Proceed to the Turkish Registration Center to collect your building pass which is valid for the duration of the meetings and must be worn at all times. Access to FAO Headquarters is restricted to persons in possession of a valid building pass.

For those attending the Special Event on Saturday 18 March, please note that being a non regular working day, security for access will be available only from 8.00 to 13.00. If you depart the premises and return after 13.00 you will not be able to re-enter the building.

3. A cloak room is made available on Saturday 18 March and Monday 20 and Tuesday 21 March in case you wish to leave your luggage or coat.

4. Lost Building Passes should be reported without delay to the FAO Security Office. For assistance or any request, please contact: in FAO extension 53388 or from outside FAO +39 06-57053388 - e-mail: pgrfa-treaty@fao.org.

II. REGISTRATION

5. The registration desk will be open on Saturday 18 March from 9.00 to 9.45 and on Monday 20 March from 9.00 to 17.00.

Contact person:

Ida Mancini

Secretariat of the International Treaty on Plant Genetic Resources for Food and Agriculture

Tel.: +39 06570-53388

Cell: +39 333 -2143261

E-mail: pgrfa-treaty@fao.org

6. **Visas** - Participants requiring visas must obtain these from the Italian Consulate or competent Diplomatic Mission in their country before leaving for Rome. Visa applications must be submitted well in advance of departure, as three weeks or more may be required for an Italian visa to be issued. Visas are the individual responsibility of participants. Please note that Italy is a signatory to the Schengen Treaty, which does not allow shortcuts to the established procedure, hence FAO cannot intervene in any way to hasten the process.

IV. SPECIAL EVENT

7. The Secretariat of the International Treaty has organised a Special Event on Saturday 18 March 2017, from 10.00 to 13.00 in the German room (C229) **with registration from 9.00 – 9.45**. The special event titled The Enhancement of the Funding Strategy of the International Treaty, precedes the Ad Hoc Advisory Committee on the Funding Strategy (ACFS-8) which is convened from 20 to 21 March 2017 in FAO Headquarters.

The Special Event which will be conducted in English, Spanish and French. The agenda for the Special Event is available online in the following languages:

EN - [http://www.fao.org/fileadmin/user_upload/faoweb/plant-treaty/SEFS/EN_Special_Event_Agenda - The Enhancement of the Funding Strategy.pdf](http://www.fao.org/fileadmin/user_upload/faoweb/plant-treaty/SEFS/EN_Special_Event_Agenda_-_The_Enhancement_of_the_Funding_Strategy.pdf)

FR - [http://www.fao.org/fileadmin/user_upload/faoweb/plant-treaty/SEFS/FR_Special_Event_Agenda - The Enhancement of the Funding Strategy.pdf](http://www.fao.org/fileadmin/user_upload/faoweb/plant-treaty/SEFS/FR_Special_Event_Agenda_-_The_Enhancement_of_the_Funding_Strategy.pdf)

ES - [http://www.fao.org/fileadmin/user_upload/faoweb/plant-treaty/SEFS/ES_Special_Event_Agenda - The Enhancement of the Funding Strategy.pdf](http://www.fao.org/fileadmin/user_upload/faoweb/plant-treaty/SEFS/ES_Special_Event_Agenda_-_The_Enhancement_of_the_Funding_Strategy.pdf)

AR - [http://www.fao.org/fileadmin/user_upload/faoweb/plant-treaty/SEFS/AR_Special_Event_Agenda - The Enhancement of the Funding Strategy.pdf](http://www.fao.org/fileadmin/user_upload/faoweb/plant-treaty/SEFS/AR_Special_Event_Agenda_-_The_Enhancement_of_the_Funding_Strategy.pdf)

8. The Special Event will be followed by regional and inter-regional consultations to which the representatives from the Working Group and the Funding Strategy Committee are invited to participate. This will enable the liaison between the two intersessional bodies requested by the Governing Body. The rooms allocated to Regional Groups for consultations on Saturday 18 March are:

Africa	Nigeria	C215
GRULAC	Cuba	B224
Near East	Pakistan	A127
Asia	India	A327
Europe	Espace Gabon	A024

The above-mentioned rooms are equipped with a screen, projector and a printer connected to a PC.

III. ACFS-8 MEETING

9. The meeting of the Ad Hoc Advisory Committee on the Funding Strategy (ACFS-8) will commence on 20 March at 10:00 hrs, in the Lebanon Room, **with registration starting at 9.00**. The meeting will be held on the second floor of building D. The Committee on the Funding Strategy will undertake preparatory work for the review of the Funding Strategy by the Governing Body of the International Treaty, at its Seventh Session.

10. The meeting will be conducted in English. For a detailed timetable, please see the Annotated Agenda at the following link: <http://www.fao.org/3/a-br580e.pdf>

V. ACCOMMODATION AND DSA

11. The participation of developing country members to the Ad Hoc Advisory Committee on the Funding Strategy is financially supported by the Secretariat of the International Treaty, as standard practice, through a dedicated Trust Fund. Accommodation is booked and directly paid for by the FAO Travel Agent. For those arranging their own accommodation, some hotels in the area can be booked at the following link: <http://www.aveninohotels.com/default.html>

12. For those participants entitled to a Daily Subsistence Allowance (DSA), it is made available through Prepaid Cards (P-Cards) and can be collected in Room D-222, ext. 53043 (on Monday 20 March from 9.30 to 10.00 and from 15.00 to 17.00, on Tuesday 21 March from 15.00 to 17.00). It is necessary to show your passport or identity card.

VI. FACILITIES AND ADDITIONAL SERVICES

13. Banking and currency exchange facilities

The currency of Italy is the Euro. The *Banca Intesa San Paolo*, located on the Ground Floor, Building B, is open from Monday to Friday from, 08:30 hours to 16:30 hours.

The *Banca Popolare di Sondrio*, located on the ground floor of building D (D016), is open from 8:30 to 16:30 hours. Cash dispensers (ATM) for credit and debit card withdrawals are located at the entrance of the Banks and Post Office.

In addition to the banks, the Italian **Post Office** located next to the *Banca Intesa San Paolo* also processes postal/money orders. It is open from Monday to Friday, from 08:30 hours to 15:00 hours.

14. The *Food for Thought Bookshop*, located on the Ground Floor of Building B next to the Newsstand, offers a selection of English, French and Spanish language books, gift stationery, writing paper, gift wrapping paper, greeting cards and guide books. The Bookshop is open from 08:00 to 17:30 hours. For more information, dial extension 53127 (Tel. 06 57053127).

15. The **Newsstand** is located on the Ground Floor of Building B near the *Banca Intesa San Paolo*, and offers international newspapers and magazines, as well as postcards, maps, and a large selection of periodicals. The Newsstand is open from 08:00 to 14:00 hours and from 15:00 to 17:30 hours.

16. The **DHL** Courier Service Office is located in C005 and is available for private and official dispatches from 10:30 hours to 12:30 hours and from 13:30 hours to 16:00 hours, Monday through Friday. Call the Mail and Pouch Service at extension 54881 for information and rates (+39 06 57054881 if calling from outside FAO).

17. The **FAO Sales Point** is located in front of the Post Office (Ground Floor, Building B) and is open from 09:00 hours to 12:30 hours.

18. Electricity

In Italy, the current is 220 volts; plug type is European standard. In Rome, alternate adaptors for plugs are not easily available

19. Emergency telephone numbers

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

- Medical Emergencies 118
- General Emergencies 113
- Fire 115
- Ambulance 118

20. Internet access, printing, photocopying

In the atrium before the Green Room there are some computers with internet facilities. Rooms for Regional Groups are equipped with PC and printer. In case of large photocopying needs, please contact the Secretariat.

21. FAO provides a free **Wireless Internet Service (WiFi)** for meeting attendees. This service is available in the meeting rooms and in the atrium. In order to use this service, you need a laptop or PDA which has Wireless LAN capabilities, conforming to 802.11b or 802.11g standards.

To connect to this service, please follow the steps below:

- Step 1: Turn on your laptop or PDA, while in one of the WiFi areas;
- Step 2: Allow laptop or PDA to detect the network “guest_internet”; and
- Step 3: Open a browser and try to connect to an Internet site. You will be prompted for a username and a password and should use the following: Username: **visitor** and password **wifi2internet**

22. Medical services

The Medical Service provides emergency medical assistance in FAO to participants at meetings. For medical emergencies, dial 30 from all in-house telephones. For all other medical services, call extension 53577 from in-house telephones (06 57053577 from outside FAO Headquarters).

23. Catering facilities

For those attending the Special Event on Saturday 18 March, a light lunch will be served outside the German Room, upon completion of the event.

From Mondays to Fridays, the FAO Headquarters Complex offers a variety of restaurant and snack bar facilities where delegates may enjoy a meal, or order a quick snack and beverage. These facilities are closed during the weekend.

The FAO Cafeteria, located on the 8th floor of Building B, is available to participants from 12:00 to 14:30 hours. The free-flow cafeteria offers a selection of hors d'oeuvres, first and second courses, grill and salads.

The FAO Restaurant, located on the 8th floor of Building C, offers a daily menu and à la carte service and a buffet restaurant at fixed price. Please call ext. 56823 (+39 06 57056823 if calling from outside FAO) for reservations.

Other restaurant facilities are located on Viale Aventino close to FAO Headquarters.

There are several snack bars on the premises, offering hot and cold beverages and a variety of pastries and sandwiches:

- Polish Bar (Ground Floor, Building A).
- Blue Bar “C” (8th Floor, Building C).
- Eighth Floor Bar (8th Floor, Building B).
- Bar D “Casa Bar” (Ground Floor, Building D).

24. Security

The FAO Security Office operates from 08:00 to 17:00 hours from Room B062 (extension 55159); after 17:00 hours contact the Security Guards in Building A (extension 53145, 06 57053145 from outside FAO Headquarters). The Security Office:

- receives official telephone calls requiring follow-up action after normal working hours;
- assists in locating and notifying the Organization’s senior officials in an emergency;
- liaises with national security representatives regarding security arrangements for dignitaries;
- liaises with local authorities whenever outside emergency assistance is required (e.g. ambulance, medical, police); and
- handles lost and found properties.

25. Public transport

Tickets for public transport should be purchased in advance and are available from self-service ticket machines and at ticket offices in underground stations, tobacco shops and newspaper kiosks as well as from the Newsstand at FAO Headquarters (Ground Floor, Building B, across from Banca Intesa San Paolo). Not all buses and trams have a ticket machine on board.

Tickets cost 1,50 Euro, and may be used for one underground ride and unlimited bus/tram travel within the ticket validation time of 75 minutes. Tickets need to be validated upon entering bus, tram or metro. Day tickets valid for the entire bus/tram and metro network can also be purchased.

Buses 60 express, 75, 81, 118, 160, 175, 271 and 628 and tram/bus No 3 stop near the FAO Complex. For further information on public transportation in Rome (including the routes and bus and tram schedules), call: 06 57003 or consult the website: www.atac.roma.it

Rome is served by two underground (metro) lines, A and B. The stops are marked by a sign showing a large white “M” on a red background. Termini Station is the only metro station where the two lines intersect. **The metro stop for FAO is Circo Massimo (Line B).**

26. Taxis

Participants are advised to use only licensed taxis with meters. Surcharge fares are applied for baggage, night runs and on Sundays and holidays. The Main Reception (Ground Floor, Building A) will assist participants to request taxis.

Participants can also call Radio Taxi Service (Tel. 06 3570 or 06 4994). Upon calling, the taxi company operator will ask for the caller’s telephone number and will give the caller the taxi’s identification number (marked on both sides of the car), as well as the estimated time it will take to reach the caller.

27. Telephone

The telephone number of FAO staff at Headquarters is +39 06 570+ extension. If the extension is not known, dial +39 06 57051 for the FAO switchboard operator.

Telephones are available in all meeting rooms and lounges and may be used for internal and local calls. For internal calls, dial the required extension. For local (Rome) calls, press “0” and wait for the external dial tone, then dial the desired telephone number. Telephones for internal or local calls are also located at the entrance of Building A and in the corridors of the first and third floors of Building A. Public telephone facilities are located in the Main Entrance of Building A, at the entrance of Building D and in the “Flag Hall” on the Ground Floor of Building B. They operate with Telecom Italia phone cards that can be purchased from the Newsstand on the Ground Floor of Building B in front of *Banca Intesa San Paolo*.

28. Valuables

Participants are advised to carry their valuables in a safe place, especially on public transport. There might be pickpockets on the street, the underground and on buses and trams. Once Participants have checked into their hotels, it is advisable to leave important documents such as passports in the hotel safe and to carry a photocopy. Identity cards, keepsakes and anything else not needed in the city are best left at the hotel or place of residence.

29. Documents

For the ACFS-8 meeting on Monday 20 and Tuesday 21 March, meeting documents can be collected at the meeting room. Delegates are reminded that documents are printed in limited numbers to minimize the environmental impact of FAO's processes and contribute to climate neutrality. Participants are kindly requested to bring their copies to meetings and to avoid asking for additional copies.

Please note that FAO is a smoke-free area. Smoking is not permitted inside FAO buildings.

FAO Headquarters



- Meeting Rooms
- Bar / Cafeteria
- Facilities
- WC
- Handicap WC
- WC with Grab bars
- Lifts
- Handicap Lifts
- Corridors

