



**Food and Agriculture  
Organization of the  
United Nations**



**The International Treaty**  
**ON PLANT GENETIC RESOURCES  
FOR FOOD AND AGRICULTURE**

E

## NINTH SESSION OF THE GOVERNING BODY

**New Delhi, India, 19–24 September 2022**

### Information Note for Participants

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FAO-ITPGRFA documents can be consulted at: [www.fao.org/plant-treaty/meetings/meetings-detail/en/c/1259571/](http://www.fao.org/plant-treaty/meetings/meetings-detail/en/c/1259571/)

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## I. MEETING INFORMATION

### A. Venue, Date, and Place of the Session

1. The Ninth Session of the Governing Body of the International Treaty on Plant Genetic Resources for Food and Agriculture (the International Treaty) will be held in New Delhi, India, from 19 September to 24 September 2022. The formal meeting will open on **Monday, 19 September, at 10 a.m.**(GMT+5:30), and will be preceded by two days of regional and inter-regional consultations on 17 and 18 September 2022, including a Special Event at 10 a.m. on Saturday, 17 September 2022.
2. The meeting place is the conference centre of the Pullman Hotel, Aerocity, New Delhi, India.



3. The Annotated Provisional Agenda IT/GB-9/22/1.2 will be made available on the Treaty's website at: [www.fao.org/plant-treaty/meetings/meetings-detail/en/c/1259571/](http://www.fao.org/plant-treaty/meetings/meetings-detail/en/c/1259571/)

### B. Access to the Meeting Venue

4. The Pullman Hotel is located in Aerocity, the Business and Hospitality District, within a distance of 3 km from the Indira Gandhi International Airport (IGI), New Delhi, India. See **Annex 1** for more details.
5. To enter the meeting venue, the participants must show a valid identification document (passport or other types of official identification with a photograph).
6. A building pass or badge valid for the duration will be issued individually and must be worn at all times. Please note that participants will not be allowed access to the meeting halls without a valid badge or pass. Therefore, lost badge or pass should be reported immediately to the Registration Desk.
7. For any assistance or request, please contact: +39 06 57056413 or by e-mail: [PGRFA-Treaty@fao.org](mailto:PGRFA-Treaty@fao.org)
8. The conference centre has several cafeterias, bars and restaurants accessible on all days during the meeting. All such areas are provided with free Wi-Fi service.

### C. Communication with the Secretariat

9. All correspondence or requests for information related to the meeting should be addressed to the Secretary of the International Treaty at the following address:

Mr Kent Nnadozie  
Secretary  
International Treaty on Plant Genetic Resources for Food and Agriculture  
Food and Agriculture Organization of the United Nations

Viale delle Terme di Caracalla 1 00153 Rome, Italy  
Tel: +39 06 5705 3441 Fax: +39 06 5705 3057  
E-mail: [PGRFA-Treaty@fao.org](mailto:PGRFA-Treaty@fao.org)

10. The Secretariat provides regular updates to the information contained in this note through the meeting website at: [www.fao.org/plant-treaty/meetings/meetings-detail/en/c/1259571/](http://www.fao.org/plant-treaty/meetings/meetings-detail/en/c/1259571/)

## II. MEETINGS AND OFFICIAL LANGUAGES OF THE SESSION

### *Inaugural Ceremony and Opening Session*

11. The Inaugural Ceremony and the Opening Ceremony will take place in the Plenary Hall of the Conference Centre at 10:00 a.m. on Monday, 19 September 2022.

12. The Session will be conducted in Arabic, Chinese, English, French, Spanish, Russian and Hindi.

### *Regional and Interregional Consultations*

13. Regional and interregional consultations will be held on 17 and 18 September 2022. The list of meeting rooms for regional consultations will be communicated to the respective Bureau members and published on the meeting website.

## III. REGISTRATION AND CREDENTIALS

### *Invitation Letter and Registration of Delegates*

14. The invitation letter was dispatched in April 2022 through the official communication channels of FAO. The Secretariat would appreciate receiving, by 29 July 2022, the name(s) of the delegate(s), alternate expert(s) and adviser(s) of each Contracting Party or, in the case of Non-Parties, the name(s) of the observer(s) designated to participate in the Session. Online registration is accessible for FAO Members through the password-protected area of the FAO Members Gateway at: [www.fao.org/members-gateway/home/en/](http://www.fao.org/members-gateway/home/en/). Instructions for online registration can be downloaded from the website.

Please note that online registration requires uploading a recent passport-size digital photograph.

### *Registration of Observers*

15. Observers designated to attend the meetings, including international organizations, are requested to forward their names, official titles and addresses by e-mail to [PGRFA-Treaty@fao.org](mailto:PGRFA-Treaty@fao.org) and a recent passport-size photograph. Online pre-registration is mandatory. The information will be used to prepare the badges providing access to the meeting places and for the first draft of the Provisional List of Participants. Participants should provide accurate contact details.

### *Photo Requirements*

16. The photo must be in colour, featuring a frontal view of a head and shoulders; it must have a light or neutral background and show very little of the background above and on either side of the head (no hats, sunglasses, or accessories that obscure deface). The photo must be in digital JPEG format and should have a width-to-height ratio of approximately 3:4. In other words, a photo 2 cm wide should be approximately 2.5 cm high.

If any support is required for the registration, the Secretariat can be contacted by phone at +39 06 57056413 or via e-mail at [PGRFA-Treaty@fao.org](mailto:PGRFA-Treaty@fao.org).

### *Credentials*

17. Each Contracting Party is required to kindly submit the credentials, as indicated below, of the delegate(s), alternate(s) and expert(s) and adviser(s) designated to attend the Session to the Secretariat of the International Treaty on Plant Genetic Resources for Food and Agriculture, insofar as possible, not later than 29 July 2022. The credentials for national delegations should indicate which member is the delegate, the alternate and adviser(s).<sup>1</sup>

18. States that are not Contracting Parties, as well as the United Nations, its specialized agencies and the International Atomic Energy Agency, may be represented as observers at the Session. Observers should communicate to the Secretary by 29 July 2022 or as soon as possible the name(s) and contact details (including address, telephone and fax numbers, and e-mail address) of the person or persons designated to participate in the Session. Observers whose names are not communicated before the Session will be asked, upon registration, to show a letter, on official letter-headed paper, confirming their nomination to participate in this Session.

19. Any international body or agency, whether governmental or non-governmental, qualified in the field related to conservation and sustainable use of plant genetic resources for food and agriculture, may also be represented at the Session as an observer. Admission of observers will be subject to the receipt by the Secretary of an official letter from the body or agency before 29 July 2022, providing the name, official title and contact details (including address, telephone and fax numbers, and e-mail address) of the person(s) representing the body or agency. In addition, observers will be asked upon registration to show a letter, on official letter-headed paper, from their body or agency confirming their nomination to participate in this Session. For more information, please contact the Secretariat of the International Treaty.

### *Collection of Badges*

20. Onsite collection of badges for the Ninth Session of the Governing Body will be facilitated at the meeting venue. Registration will commence on 16 September at 15:00 hrs. and will continue for the duration of the meeting from 9:00 to 13:00 hrs, and from 15:00 to 18:00 hrs.

- To collect the badges, all participants must show proof of identity and, as applicable, a letter of credentials or any other valid document.
- A Provisional List of Participants will be issued during the Session and revised as necessary. Corrections or additions to the list should be done on paper and handed to the Secretariat at the Registration and Information Desk.

## **IV. DOCUMENTATION**

21. Working and information documents for the Ninth Session of the Governing Body will be published on the website of the International Treaty as they become available at the following address: [www.fao.org/plant-treaty/meetings/meetings-detail/en/c/1259571/](http://www.fao.org/plant-treaty/meetings/meetings-detail/en/c/1259571/)

22. To minimize the environmental impact of the meeting, the Secretariat will limit the use of paper as much as possible. Paper copies will be made available at the meeting venue only for a limited number of pre-session documents, such as the Provisional Annotated Agenda and the draft Programme of Work and Budget.

23. Participants are advised to bring their copies of documents as they deem appropriate to avoid requesting additional copies from the document distribution desk. Those participants who are not in a position to bring their copies of the documents should inform the Secretariat to that effect, and

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<sup>1</sup>Notification NCP GB9 Invitation [www.fao.org/3/cb9887en/cb9887en.pdf](http://www.fao.org/3/cb9887en/cb9887en.pdf)

arrangements will be made for a complete set of working documents to be ready in the language/s requested before 1 September 2022.

24. Documents issued during the Session will be made available at the document distribution desk and through digital channels. Delegations are requested to provide, in advance, their statements electronically to the Secretariat and the interpretation service: [GB-Treaty@fao.org](mailto:GB-Treaty@fao.org) and [FAO-Interpretation@fao.org](mailto:FAO-Interpretation@fao.org)

25. Request for the circulation of other documents must be made only with the approval of the Secretariat in advance.

## V. EVENTS AND EXHIBITION OF MATERIAL

### *Special Event*

26. A special event related to the theme of the session will be organized on Saturday, 17 September, from 10:00 to 13:00 hrs. More information on the event can be obtained online at: [www.fao.org/plant-treaty/ninth-governing-body/en/](http://www.fao.org/plant-treaty/ninth-governing-body/en/)

### *Side Events*

27. Side events are scheduled to take place at the meeting venue during lunchtime and in the evenings for the duration of the session, from 13.15 to 14.30 hrs., and from 18.15 to 19.30 hrs., respectively. Requests for side events should be submitted through an online form available on the website of the International Treaty: [www.fao.org/plant-treaty/side-events/en/](http://www.fao.org/plant-treaty/side-events/en/). Only duly completed forms will be considered. The deadline for receipt of requests is 20 July 2022. Requests received through other means and after the deadline may not be considered. All requests will be processed on a first-come, first-served basis.

28. Organizers of side events whose requests cannot be accommodated will be encouraged to consider combining their events with other relevant scheduled side events. Side events may be rescheduled to accommodate requests from the Plenary or by the decision of the Secretariat. List of side events will be made available on the website at [www.fao.org/plant-treaty/ninth-governing-body/en/](http://www.fao.org/plant-treaty/ninth-governing-body/en/). The Secretariat will circulate to the organizers, upon request, additional information on catering arrangements and options with the local providers.

### *Exhibition of Publications or Other Information Material*

29. A number of stalls/tables will be available at the meeting venue to display promotional materials. For more information, please contact the International Treaty Secretariat at [PGRFA-Treaty@fao.org](mailto:PGRFA-Treaty@fao.org)

30. Delegations and observers can also request information on the modalities and costs of exhibition stands by e-mail. There are two options, one with a bare shell scheme that can be set up in different sizes (3x3m or 3x6m) with standard prices and the option of ordering a stand with a customized design.

## VI. FORMALITIES FOR ENTRY INTO INDIA: VISAS AND VACCINES

31. All foreign nationals entering India must possess a valid international travel document in the form of a national passport with a valid visa obtained from an Indian Mission or Post abroad. All individual visa seekers are requested to apply for an Indian visa through the online application to make an application for getting Indian visa. The duly signed application form completed in all respect and uploaded successfully has to be submitted at the concerned Indian Visa Application Centre (IVAC) or directly to the Indian Mission/Post on the scheduled interview date along with the requisite supporting documents.

32. Obtaining a visa to enter India to attend the Session is the responsibility of the traveller. E-visa facility is available for nationals of many countries/territories. The instructions for filling the Indian visa form, and scheduling the appointment, can be sought under the section “Instructions” of the Online Visa Application website. The application form is available at: [indianvisaonline.gov.in/visa/](http://indianvisaonline.gov.in/visa/)
33. Delegates with difficulties obtaining a visa online can contact the Secretariat after the online pre-registration to the Session to seek support and, in any case, at least six weeks before the travel departure date, with a copy of the national passport and indication of the country of departure.
34. Delegates can also obtain information about their arrival at the Delhi Airport at [www.newdelhiairport.in/passenger-guide/arriving-passengers](http://www.newdelhiairport.in/passenger-guide/arriving-passengers). Please note that the website provides updated information about COVID-19-related information for international travellers arriving in India. At the time of preparation of this note, the measures include submission of a self-declaration through a dedicated portal, uploading of a negative COVID-19 RT-PCR test conducted within 72 hrs prior to undertaking the journey or uploading a certificate of completing a full primary vaccination schedule of COVID-19 vaccination, and other possible measures. Please note that these requirements may change at short notice: [www.newdelhiairport.in/covid19](http://www.newdelhiairport.in/covid19)
35. On that page, the Indian authorities publish a list of countries in respect of which a “primary vaccination schedule completion certificate” is allowed to be uploaded in the online system. The list is updated regularly.
36. All the arriving international passengers must fill a self-declaration form as mandated by the Ministry of Health & Family Welfare. Air Suvidha is an online system for International passengers to submit a mandatory self-declaration form to declare their current health status. This form is mandatory and should be filled in any time before boarding. The system sends a confirmation to the traveller on the acceptance of the submission. The portal is available at [www.newdelhiairport.in/airsuvidha/apho-registration](http://www.newdelhiairport.in/airsuvidha/apho-registration)
37. Passengers shall be responsible for filling the online self-declaration form with personal information and flight details, including the flight and seat numbers, date of arrival and country of departure (origin). Without assigned seat number, put "00" to submit the application. The Air Suvidha portal also offers guidelines for international passengers arriving at the New Delhi Airport that will help to plan for their travel. More information can be found on the Portal and the requirements at FAQ - New Delhi Airport [www.newdelhiairport.in/faq](http://www.newdelhiairport.in/faq)
38. Depending on the country you are coming from, yellow fever vaccine may be needed. Online information can be found on the vaccines required and those recommended to travel to India.

## **VII. SUPPORT FOR THE PARTICIPATION OF DEVELOPING COUNTRIES CONTRACTING PARTIES**

39. Limited extra-budgetary funds have been made available to the Secretariat to support one representative per developing country that is a Contracting Party to the International Treaty. Support will be provided upon request. Countries wishing to avail themselves of such support should inform the Secretariat before 30 July 2022.
40. For assistance with financial support to the participation of developing country Contracting Parties, please contact us by e-mail at [PGRFA-treaty@fao.org](mailto:PGRFA-treaty@fao.org), or by phone at +39 06 57056413.

## **VIII. LOCAL TRANSPORTATION AND AIRPORT PICK-UPS**

41. The conference Centre is adjacent to the New Delhi International Airport, located in Aerocity, the business and hospitality district, within a distance of 3 kms from the IGI Airport and at a walking distance from Aerocity Metro Station, located on the Delhi Airport Express Metro Line.

42. A dedicated information counter will be operating at the main arrival terminal at the IGI Airport during the Governing Body meeting to facilitate information and support to delegates. There is also a foreign exchange office (Forex Bureau) at the terminal, and places where to buy sim cards, if needed.

43. The Conference Centre is located in the Aerocity district, close to Terminal 3 of IGI Airport and served by the hotel buses in the same area, other terminals and the metro/airport express train. Transport to pick up and drop off the delegates from and to the airport to the designated hotel shall be made available and can also be booked with the booking form of the designated hotels. Additional information on the transportation to and from the airport can be found at: [www.newdelhiairport.in/to-and-from-airport-details](http://www.newdelhiairport.in/to-and-from-airport-details)

44. If a delegate loses his luggage, a dedicated travel/information desk will be available at the Conference Centre during the meeting to assist with the tracking.

## **IX. HOTELS**

45. There are several hotels situated near the Aerocity district near the New Delhi Airport. The Secretariat has published a list of different categories of hotels through a notification: [www.fao.org/3/cc0831en/cc0831en.pdf](http://www.fao.org/3/cc0831en/cc0831en.pdf)

46. The Secretariat will make the hotel bookings and transportation for all supported delegates at the designated hotel, which will also cover the preceding regional consultations. Others are invited to book a room through the dedicated online forms contained in the notification on hotels to benefit from the preferential rates and conditions.

## **X. HEALTH SAFETY AND SECURITY**

47. First aid and emergency services, including ambulance service, will be available at the Conference Centre.

48. FAO and the Host Government have jointly developed a COVID-19 mitigation risk plan and additional information will be made available on the website before the meeting and at the venue.

## **XI. PRACTICAL INFORMATION ON INDIA**

49. India is one of the oldest civilizations in the world, with a kaleidoscopic variety and rich cultural heritage. It has achieved all-around socio-economic progress during the last 65 years of its Independence. The population of India is 1,406.6 million as of 2022.

50. Located in the southern part of Asia, India is flanked by Pakistan, Nepal, Myanmar, Bhutan, China, Bangladesh, Sri Lanka, the Arabian Sea, the Indian Ocean, and the Bay of Bengal. Some of India's most striking geographical features include the Himalayan mountain range to the north, the fertile Indo-Gangetic plains covering the country's northern and eastern parts, the Thar Desert in the west, and the Deccan plateau in the southern region.

### *Weather*

51. The climate in India varies from temperate in the northern parts of the country to tropical monsoon in the southern parts. India's rainy season generally begins from the second week of July and continues up to the second week of October. From the second week of June, a humid monsoon enters various parts of India and causes rainfall everywhere in the State. The temperature range during September is expected to be between 22 and 36 degrees Celsius.



### Languages

52. The principal official languages of the country are Hindi and English.

### Currency

53. The local currency in India is the Indian Rupees (sign: ₹; code: INR). Current exchange rate for the US Dollar is 79,87 Indian Rupees (INR).

### Tipping

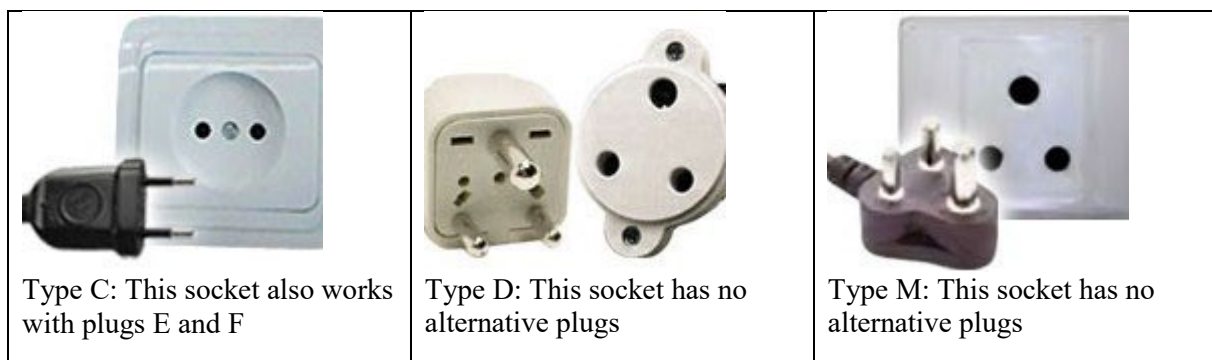
54. For street food, no tipping is required. At restaurants, tips amount around 7 percent to 10 percent of the bill and may be paid if one chooses to.

### Time

55. The time in India is GMT+5:30. One can use an online time zone converter to check the time in various cities at the same time: [www.timeanddate.com/worldclock/converter.html](http://www.timeanddate.com/worldclock/converter.html)

### Electricity Supply

56. In India, the power plugs and sockets are of types C, D and M. See the pictures below. The standard voltage is 230 V and the standard frequency is 50 Hz. Electric appliances can be used in India if the standard voltage in your country is between 220 - 240 V (as is in the UK, Europe, Australia and most of Asia and Africa).



57. If the standard voltage in your country is 100 V - 127 V (as in the US, Canada and most South American countries), a voltage converter will be necessary in India. You can also consider a combined power plug adapter/voltage converter.

### Telephone Services

58. Telephone Country Code +91. When calling an Indian phone number from outside the country, the country code of +91 needs to be entered, followed by the Indian area code and a local (or mobile) number to complete the call. When calling from a landline, replace the + sign with 0011 followed by 91 (Indian country code) and then the Indian area code and local number. Please note that the Delhi area code is 011.

59. Wi-Fi will be provided free at the Convention Centre and available in most hotels, specially arranged for the delegates.

# Annex 1

