## **Registration through INDICO**

Registration of participants for all approved meetings, conferences, events or exhibits is managed through the Indico on-line registration and accreditation system

> Email: support.accreditation@un.org Tel.: +41 (0)22 917 24 00

> > \*\*\*\*

#### **Relocation of Pass & ID badging services**

For conference participants, media, NGOs and members of Permanent Missions: Villa les Feuillantines Avenue de la Paix 13, 1211 Genève 10 Weekdays from 8 a.m. to 4.45 p.m. Please refer to the following plans indicating the location of Villa Les Feuillantines

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## **UNECE Secretariat**

Contact : Lipty LALKA Email: lipty.lalka@un.org Tel.: + 41 (0)22 917 1536

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#### **Official/Parliamentary documents**

<u>Contact</u>: Distribution Officer Email: <u>distribution-counters@un.org</u> Tel.: + 41 (0)22 917 49 00

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#### Informal documents

Statements, speeches, other materials provided by the secretariat, nameplates, infrastructure and facilities, necessary assistance in the rooms

<u>Contact</u>: Meeting Services Assistants either in person or in the conference room

Email: <u>speeches@un.org</u> Tel.: +41 (0)22 917 22 01

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# **UN Documents Helpdesk & Print on Demand**

Email: <u>un-documents-helpdesk@un.org</u> Tel.: +41 (0)22 917 49 00

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#### Technological issues in the meeting room

Call ICTS Helpdesk at + 41 (0)22 917 33 33

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## **Facilities service**

For any issues related to cleaning, power, lighting, ventilation & locksmithing, Contact the Facilities Management Section Helpdesk from 7 a.m. to 7 p.m Email: Facilities-COVID-Qs@un.org Tel: +41 (0)22 917 25 48

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## **Press/Media Enquiries**

Tel: +41 (0)22 917 23 02 or +41 (0)22 917 23 25 Email: press\_geneva@un.org

#### Accreditation for journalists:

Please contact the information service Tel: +41 (0)22 917 43 59 or +41 (0)22 917 23 25 Email: accreditation-media@un.org

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## Lost and found office

Tel.: +41 (0)22 917 29 00

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#### **Emergencies**

For emergencies the Palais des Nations call 112

For administrative matters related to COVID-19 Email: <u>UNOG-COVID-Qs@un.org</u>

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