

## **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](mailto:support.accreditation@un.org)

**Tel.:** +41 (0)22 917 24 00

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## **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 :** Josephine AYIKU

**Email:** [josephine.ayiku@un.org](mailto:josephine.ayiku@un.org)

**Tel.:** + 41 (0)22 917 5716

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## **Official/Parliamentary documents**

**Contact:** Distribution Officer

**Email:** [distribution-counters@un.org](mailto:distribution-counters@un.org)

**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

**Contact:** Meeting Services Assistants  
either in person or in the conference room

**Email:** [speeches@un.org](mailto:speeches@un.org)

**Tel.:** +41 (0)22 917 22 01

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

**Email:** [un-documents-helpdesk@un.org](mailto:un-documents-helpdesk@un.org)

**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](mailto: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](mailto: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](mailto: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 outside the Palais des Nations call 112

Emergencies within the Palais dial +41 (0)22 917 71 12

For administrative matters related to COVID-19  
Email: [UNOG-COVID-Qs@un.org](mailto:UNOG-COVID-Qs@un.org)

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