#### 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: <a href="mailto:support.accreditation@un.org">support.accreditation@un.org</a>
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.

\*\*\*\*

#### **CRC Secretariat**

email: ohchr-crc@un.org

#### For individual complaints:

Contact the Petitions and Inquiries Section at ohchr-petitions@un.org

\*\*\*\*

### Official/Parliamentary documents

Contact: Distribution Officer, office RS-083 PW email: distribution-counters@un.org

Tel.: +41 (0)22 917 49 00

\*\*\*\*

#### 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, in the conference room, or email: <a href="mailto:speeches@un.org">speeches@un.org</a>
Tel.: +41 (0)22 917 22 01

#### **ONG Liaison Unit**

From Monday to Friday
Opening hours: 9.00 - 11.00 a.m. and upon appointment
Palais des Nations, Office of the Director-General, Rooms 141 to 145

Tel: + 41 (0)22 917 13 04 or +917 21 78 email: unog.ngo@un.org

\*\*\*\*

#### <u>Technological issues in the meeting room</u>

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

\*\*\*\*

### **Building-related services**

For any issues related to cleaning, power, lighting, ventilation & locksmithing. Contact the Facilities Management Section Helpdesk from 7 a.m. to 7 p.m.

Tel: +41 (0)22 917 25 48

email: Facilities-COVID-Qs@un.org

\*\*\*\*

### **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 +41 (0)22 917 43 59 or +41 (0)22 917 23 25 email: accreditation-media@un.org

\*\*\*\*

# **Lost and found office**

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

# **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

\*\*\*\*