## **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.

https://indicohelp.unog.ch/contact-us/

\*\*\*\*

#### 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.

\*\*\*\*

# OHCHR Secretariat General inquiries:

InfoDesk@ohchr.org

Tel: +41 (0) 22 917 9220

\*\*\*\*

# Official/Parliamentary documents

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

ei.. + 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** 

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

\*\*\*\*

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

email: un-documents-helpdesk@un.org

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

\*\*\*\*

#### Technological issues in the meeting room

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

\*\*\*\*

#### **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

\*\*\*\*

# 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

\*\*\*\*