



LOGISTICS NOTE *(Final Draft as of 23 December 2022)*

International Conference on Climate Resilient Pakistan

Geneva, 9 January 2023

This information note provides delegations with information concerning the logistical and organizational arrangements of the International Conference on Climate Resilient Pakistan.

1. Host Information

The International Conference on Climate Resilient Pakistan is co-organised by the Government of Pakistan and the United Nations with technical support by the United Nations Development Programme (UNDP). Conference participation is by invitation.

The Conference will be held on 9 January as an in-person event at:

Conference Room XVII
Palais des Nations, Door 40
1211 Geneva 10, Switzerland

Upon request, Head of State/Government unable to attend in person may participate remotely via a virtual online platform. The Conference will be broadcasted on [UN Web TV](#).

2. Level of Participation

The conference will be co-hosted by the Secretary-General of the United Nations and the Prime Minister of the Islamic Republic of Pakistan. The recommended level of participation is at **the Head of State/Government**.

3. Registration

All participants must register on the INDICO platform [here](https://indico.un.org/event/1003697/overview) (<https://indico.un.org/event/1003697/overview>) in order to have access to both the physical and virtual event, and to request visa support letters if needed.

Timely registration is essential to ensure the smooth running of the Conference (protocol, seating arrangements, access, badge attribution, etc.). Participants **are encouraged to register as soon as possible for on-site participation, especially if you require a visa for Switzerland (see section 4 in this document for visa information).**

Please note that registration is not confirmed until approved. The criteria and steps for registration are detailed below.



HOW TO REGISTER:

(1) FOR GOVERNMENT DELEGATIONS

- The participant or focal point registering the government delegation must first create an INDICO account [here](https://indico.un.org/login/) (https://indico.un.org/login/). Once an account is created, the focal point must validate the account through the e-mail address used to create the account.
- Please click [here](https://indico.un.org/login/) (https://indico.un.org/login/) and follow the steps for registration (<https://indico.un.org/event/1003697/overview>).

(2) FOR NON-GOVERNMENT DELEGATIONS

- Please note each non-government delegate who was **formally invited** to attend the Conference is responsible for registering themselves for onsite or virtual participation.
- You must first create an INDICO account [here](https://indico.un.org/login/) (https://indico.un.org/login/). Once an account is created, please validate it through the e-mail address used to create the account.
- Please click [here](https://indico.un.org/login/) (https://indico.un.org/login/) and follow the steps for registration (<https://indico.un.org/event/1003697/overview>).

(3) FOR MEDIA

- For media accreditation, you must first create an INDICO account [here](https://indico.un.org/login/) (https://indico.un.org/login/). Once an account is created, the participant must validate the account through the e-mail address used to create the account.
- Please click [here](https://indico.un.org/login/) (https://indico.un.org/login/) and follow the steps for media accreditation (<https://indico.un.org/event/1003697/overview>).

4. Visa & Insurance

All delegates are responsible for their own visa arrangements. If you require a visa to enter Switzerland, you are kindly asked to inform the organizers via the registration form so you can receive a letter of support, which will be sent directly to the respective Swiss representation office and to your e-mail address. Please make sure the information you entered during registration is according to your passport data, meaning **your full name as it appears in your passport** and that you upload a copy of your national passport.

Persons subject to [visa requirements](#) can submit their application in accordance with the usual procedures to the [Swiss representation responsible for the person's place of residence](#). Please visit the website of the responsible Swiss representation for further information regarding the [rules of entry](#) into Switzerland, necessary documents (e.g. travel insurance etc.) to request a visa and details to book an appointment. As visa procedures may take a minimum of 8 working days, all applicants are advised to make the necessary arrangements as early as possible.

For COVID-19 travel requirements, please ensure you comply with relevant regulations, including airlines and the [website of the Federal Office of Public Health](#).



It is the responsibility of each participant to have adequate travel and health insurance for the whole duration of the trip. The organizer cannot be held liable for any incidents related to the travel to or within Switzerland.

5. Access to the Palais des Nations

To access the Palais des Nations you need to collect your badge at the Pass & ID badging service located at the Villa Les Feuillantines, Avenue de la Paix 13, 1211 Genève 10. It is open on weekdays from 8 a.m. to 4.45 p.m. You can pick up your badge starting Friday, 6 January 2023.

Following issuance of a badge, access to the Palais des Nations will be through the Peace Gate “bis”, a new temporary access screening point (opening towards the Place des Nations, Geneva). Please refer to the following plans indicating [the location of Villa Les Feuillantines](#) and [how to access the premises through the Peace Gate "bis"](#).

Persons with disabilities are automatically granted priority access upon arrival to the Peace Gate. They are also given a map of the Palais which indicates accessible doors, elevators and restrooms. Please look at the [United Nations Geneva website](#) for more information.

Please inform United Nations Geneva Protocol (unog.protocol@un.org) as soon as possible of the visit of High-Level Dignitaries and convey the contact details of your focal point in charge of the visit.

The Conference Room XVII is situated in Building E. Please refer to this plan showing [the location of the Conference Room XVII](#).

You will need around 40 minutes to pick up your badge, go through security and get to the conference room.

6. Catering

A light lunch as well as two coffee breaks will be provided to all participants.

7. Accommodation

All delegates are responsible for arranging their own accommodation.

A list of hotels in close proximity to the venue can be found below.

Hotel Intercontinental Geneva *****

Located within 5 minutes walking distance to the Palais des Nations.

[RESERVATION AT INTERCONTINENTAL GENEVA](#)

Hotel Cornavin ****

Located within 10 minutes public transfer to the Palais des Nations.

[RESERVATION AT HOTEL CORNAVIN](#)

Hotel Royal ****

Located within 10 minutes public transfer to the Palais des Nations.



[RESERVATION AT HOTEL ROYAL](#)

Hotel Le Montbrillant ****

Located within 10 minutes public transfer to the Palais des Nations.

[RESERVATION AT LE MONTBRILLANT](#)

Hotel ibis Genève Centre Nations***

Located within 10 minutes public transfer to the Palais des Nations.

[RESERVATION AT THE IBIS CENTRE NATIONS](#)

8. Security

All visitors must have a UN badge or a visitor pass to enter the Palais des Nations.

Security services will be present throughout the site and will carry out general surveillance of all conference rooms and public areas. Specific security controls of certain zones may be implemented.

If you will be accompanied by a security detail, please inform: yves.nabet@un.org, tel. +41 79 471 87 16, UNDSS Palais des Nations, with relevant details of the security officers and equipment.

9. Internet Access

The Palais des Nations is fully covered by WiFi access services to the Internet.

10. Interpretation

Simultaneous interpretation in all six official United Nations languages (Arabic, Chinese, English, French, Russian and Spanish) will be provided in the plenary hall and will also be transmitted via the virtual platform.

11. Speakers' List

Please register for a speaking slot via [the following form](https://forms.office.com/e/ufPe2c0jkP) (https://forms.office.com/e/ufPe2c0jkP) and indicate the topic of your intervention.

Kindly note that speaking slots are subject to availability. The details will be confirmed prior to the event.

12. Partner Announcement Form

All participants will be invited to announce financial contributions and other statements of support during the conference, should they wish to do so.

If you plan to make an announcement during the conference, please register for a slot in the speaker's list via [the following form](https://forms.office.com/e/ufPe2c0jkP) (https://forms.office.com/e/ufPe2c0jkP).

If you are in a position to indicate details of your planned contributions, kindly fill out the [following partner announcement form](https://forms.office.com/e/PFXU7iPw80) (https://forms.office.com/e/PFXU7iPw80).