LOGISTICS NOTE

**Polio Transition Global Vison Stakeholder Forum,**

**Geneva, Switzerland, 25 to 26 April 2023.**

**Time:**

**25 April, 08:30hr to 17:30hr**

**26 April, 08:30hr to 16:00hr**

Thank you for confirming your participation in the above Stakeholder Forum. In order to facilitate your preparations, below are the logistics in place:

**1. VENUE**

The above meeting is to be held at the *Mandarin Oriental Geneva. Quai Turrettini 1, 1201 Geneva, Switzerland.* There is no block booking for participant accommodation at this hotel. However, you can still make your private room reservation at: mogva-reservations@mohg.com, or stay at an alternative venue.

**2. REGISTRATION**

Please register for the meeting [on the INDICO](https://indico.un.org/e/PTGVSF) [Link](https://indico.un.org/e/PTGVSF) Please notify us if you need a visa support letter, by clicking Yes on the relevant icon.

**3. TRAVEL**

A PTAEO has been provided for the regional and country offices to prepare Travel Requests: **HQDDG2221151 – 1.1 – 72533**. Please be informed that two lunches will be provided, and these should be deducted from the per diem while preparing the Travel Requests.

**4. WORKING DOCUMENTS**

These will be sent to you via an Indico link closer to the meeting date.

**5. ACCESS TO WHO HQ CAMPUS**

The Stakeholder Forum will take place offsite, however, we recognize that some participants may wish to access the WHO HQ campus for side meetings during their stay in Geneva. Access badges may be granted upon the presentation of documentation of attendance at the Polio Transition Global Vision Stakeholder Forum. We kindly remind you that according to the COVID-19 measures effective from 7 March 2022, proof of vaccination is required to access the WHO HQ campus.

**6. TRANSITION INDEPENDENT MONITORING BOARD**

All Ministry of Heath, WHO country office and WHO regional office representatives attending the Stakeholder Forum are also invited to attend the Transition Independent Monitoring Board (TIMB) meeting, which will take place from 9:00hr on 27 April to 14:00hr on 28April at the *Mandarin Oriental Geneva*. The cost of attendance at the TIMB will be covered using the PTAEO detailed above. One lunch will be provided and should be deducted from the per diem.

If you require more information in this regard, please do to not hesitate to contact Ms Susanne Nakalembe at: nakalembes@who.int.