### **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

To: indicohelp.unog.ch/contact-us

\*\*\*\*

#### **Secretariat UNECE**

Sadaf Shamsie Email: sadaf.shamsie@un.org

\*\*\*\*

### Official/Parliamentary documents

**Contact**: Distribution Officer 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: speeches@un.org Tel.: +41 (0)22 917 22 01

> > > \*\*\*\*

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

email: <u>un-documents-helpdesk@un.org</u> Tel.: +41 (0)22 917 49 00

ded ded etc.

### Technological issues in the meeting room

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

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: <a href="mailto:press\_geneva@un.org">press\_geneva@un.org</a>

\*\*\*\*

# **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