



# Internet Governance Forum 2024 - 19<sup>th</sup> Edition



## LOGISTIC NOTE - DELEGATES



15 – 19 December 2024



Riyadh, Kingdom  
of Saudi Arabia



King Abdulaziz International  
Conference Centre (KAICC)



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## Welcome to the 19th Edition of the Internet Governance Forum (IGF) in Riyadh.

This logistic note provides essential information to ensure a smooth and enjoyable experience. Please review the details and keep this document accessible for easy reference.



# ► 01 PROGRAMME

## THE PROGRAMME IS BEING SHAPED ACCORDING TO THE FOUR MAIN THEMES:

- **HARNESSING** innovation and balancing risks in the digital space
- **ENHANCING** the digital contribution to peace, development, and sustainability
- **ADVANCING** human rights and inclusion in the digital age
- **IMPROVING** digital governance for the Internet We Want

# ► 02 ARRIVAL



## AIRPORT ARRIVAL

Located 35 kilometres north of Riyadh, King Khalid International Airport (RUH) is the main gateway to the Saudi capital. On arrival, delegates will find the designated IGF information desk in the arrivals area for assistance. The venue is easily accessible from King Khalid International Airport.



## VISA REQUIREMENTS

Please ensure you have obtained a valid visa to enter Saudi Arabia. Depending on your nationality, e-visas are available upon arrival for eligible countries. For more information and to apply for a visa please visit: <https://ksavisa.sa/en>





## 02

# ARRIVAL



## MEDICAL TRAVEL INSURANCE

It is strongly recommended that you acquire travel medical insurance when travelling abroad.



## TRANSPORTATION FROM THE AIRPORT TO THE VENUE

Upon arrival at King Khalid International Airport, you can conveniently access the Riyadh Metro for a fast and efficient journey into the city. Alternatively, choose from a variety of ride options such as Riyadh Taxi, Uber, or Careem to reach your destination comfortably. Whether you prefer public transit or a private ride, transportation options are readily available to suit your needs.

Link to download Riyadh Metro App :



APPLESTORE: <https://apps.apple.com/us/app/darb-/id1549817739>

GOOGLE PLAY: <https://play.google.com/store/apps/details?id=com.rcrc.riyadhjourneyplanner>

Link to download Riyadh TAXI App :



APPLESTORE: <https://apps.apple.com/sa/app/taxi-/id6473429104>

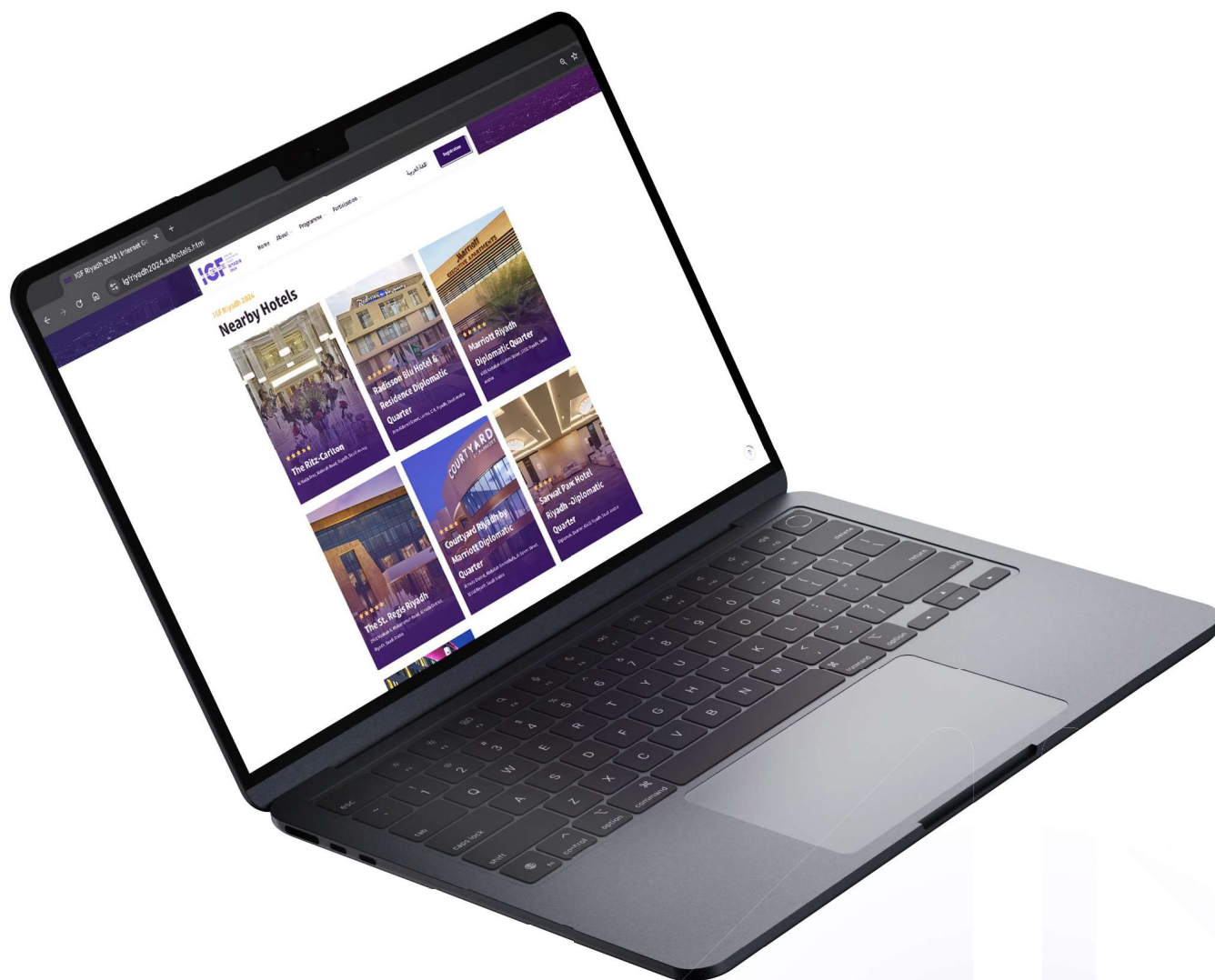
GOOGLE PLAY: <https://play.google.com/store/apps/details?id=com.rider.taxi>





## ► 03 ACCOMMODATION

**DELEGATES ARE ENCOURAGED TO BOOK EARLY THROUGH THE IGF PORTAL [HTTPS://IGFRIYADH2024.SA/HOTELS.HTML](https://igfriyadh2024.sa/hotels.html)**

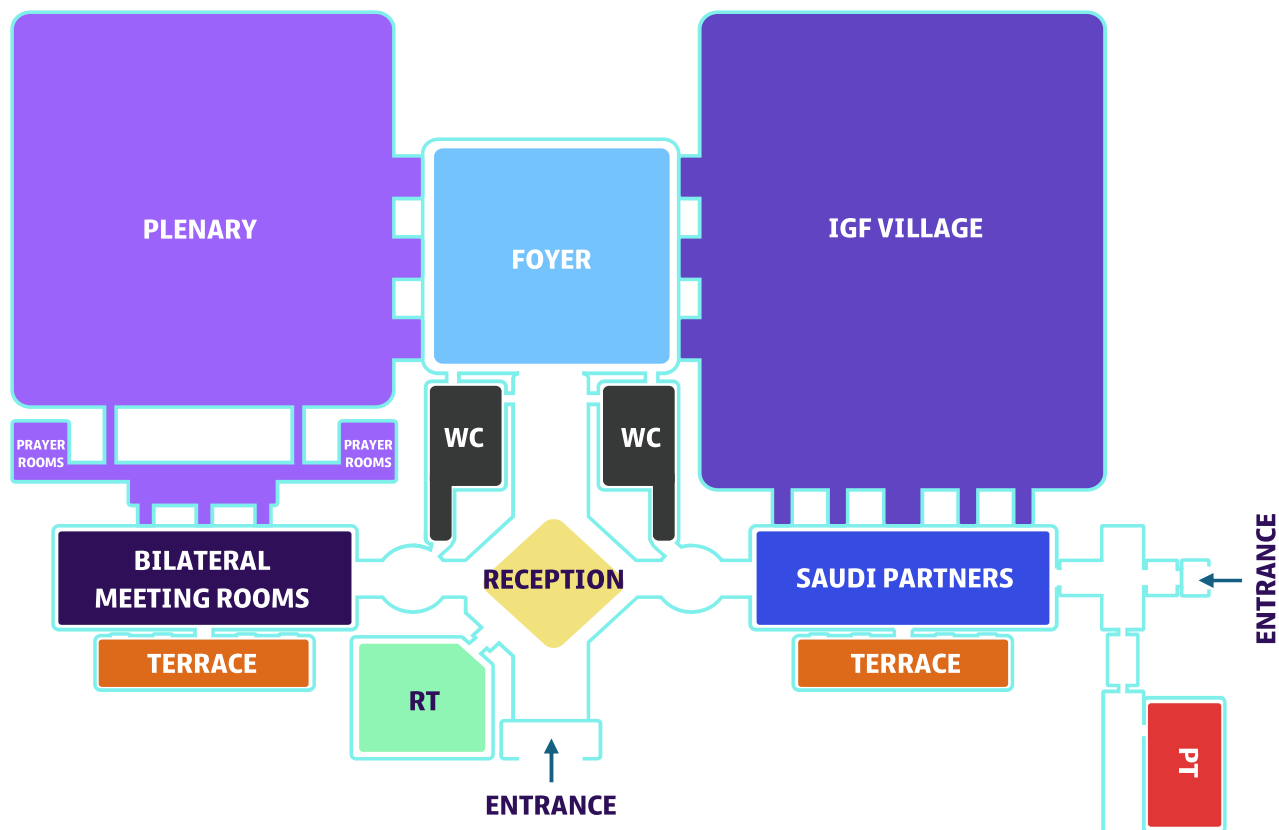


To benefit from discounted rates, visit the website where you can find a list of recommended hotels from our official partners. A wide selection of accommodation options are available to suit every budget.



# 04 VENUE

THE INTERNET GOVERNANCE FORUM WILL BE HELD  
AT THE: KING ABDULAZIZ INTERNATIONAL CONFERENCE  
CENTRE (KAICC), AL HADA, RIYADH, 12912.



<b>PLENARY</b> <ul style="list-style-type: none"> <li>• PLENARY</li> <li>• PRAYER ROOM</li> <li>• MEDITATION ROOM</li> <li>• QUIET ROOM</li> </ul>	<b>IGF VILLAGE</b> <ul style="list-style-type: none"> <li>• IGF VILLAGE</li> <li>• WORKSHOPS</li> <li>• LOUNGE SEATING</li> </ul>	<b>FOYER</b> <ul style="list-style-type: none"> <li>• Networking Area</li> <li>• Media Hub</li> </ul>
<b>BILATERAL MEETING ROOMS</b> <ul style="list-style-type: none"> <li>• BILATERAL MEETING ROOMS</li> <li>• LOST &amp; FOUND DESK</li> </ul>	<b>ROUNDTABLE</b>	<b>SAUDI PARTNERS</b> <ul style="list-style-type: none"> <li>• PARTNERS EXHIBIT</li> </ul>
<b>PARLIAMENTARY TRAC</b> <ul style="list-style-type: none"> <li>• PARLIMENTARY TRACK ROOM</li> <li>• Press Conference</li> </ul>	<b>TERRACE</b> <ul style="list-style-type: none"> <li>• OUTDOOR LOUNGE</li> </ul>	<b>RECEPTION</b> <ul style="list-style-type: none"> <li>• INFORMATION DESK</li> <li>• FOYER</li> <li>• LOUNGE SEATING</li> </ul>





# 04

# VENUE

## TRANSPORT TO THE VENUE

A complimentary shuttle service will run between official hotels and the venue.

Taxis services are widely available such as the Official Green Taxis or via the Careem, Uber and Bolt apps.

From Al-Awal Park Stadium at King Saud University to King Abdulaziz International Conference Center.

8:00 AM	8:15 AM	8:30 AM	8:45 AM	9:00 AM	9:15 AM	9:30 AM	9:45 AM
10:00 AM	10:15 AM	10:30 AM	10:45 AM	11:00 AM	11:15 AM	11:30 AM	11:45 AM
12:00 PM	12:15 PM	12:30 PM	12:45 PM	1:00 PM	1:15 PM	1:30 PM	1:45 PM
2:00 PM	2:15 PM	2:30 PM	2:45 PM	3:00 PM	3:15 PM	3:30 PM	3:45 PM
4:00 PM	4:15 PM	4:30 PM	4:45 PM	5:00 PM	5:15 PM	5:30 PM	5:45 PM
6:00 PM							

- Starting from 11 AM, two reserve buses will be allocated from King Abdulaziz International Conference Center to Al-Awal Park Stadium parking lot.
- From 2 PM, there will be 6 buses ready to depart from King Abdulaziz International Conference Center to Al-Awal Park Stadium parking lot.
- From 4 PM to 6 PM, 9 buses assigned to Al-Awal Park parking will be stationed at the center.
- The buses will be numbered, and the stadium name will be displayed on the front glass to clearly indicate their designated locations, facilitating direct identification.

From Courtyard Riyadh Diplomatic Quarter Hotel to King Abdulaziz International Conference Center

7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM
3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM			

- After 10 AM, one bus will be stationed at King Abdulaziz International Conference Center, while the other will be at the hotel.
- From 4 PM to 6 PM, 3 buses assigned to Courtyard Riyadh Diplomatic Quarter Hotel parking will be stationed at the center.
- Buses will be numbered, and the names of the hotels will be displayed on the front glass to clearly indicate their designated locations, facilitating direct identification.







# 04

# VENUE

## TRANSPORT TO THE VENUE

A complimentary shuttle service will run between official hotels and the venue.

Taxis services are widely available such as the Official Green Taxis or via the Careem, Uber and Bolt apps.

From [Radisson Blu Hotel & Residence, Riyadh Diplomatic Quarter](#) to King Abdulaziz International Conference Center

7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM
3:00 PM	4:00 PM	5:00 PM	6:00 PM				

- After 12 PM, one bus will be stationed at King Abdulaziz International Conference Center, while the other will be at the hotel.
- Buses will be numbered, and the names of the hotels will be displayed on the front glass to clearly indicate their designated locations, facilitating direct identification.

From [Sarwat Park Hotel](#) to King Abdulaziz International Conference Center

7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM
3:00 PM	4:00 PM	5:00 PM	6:00 PM				

- After 12 PM, one bus will be stationed at King Abdulaziz International Conference Center, while the other will be at the hotel.
- Buses will be numbered, and the names of the hotels will be displayed on the front glass to clearly indicate their designated locations, facilitating direct identification.

From [Aloft Riyadh Hotel](#) to King Abdulaziz International Conference Center

8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM
3:00 PM	4:00 PM	5:00 PM	6:00 PM			

- After 12 PM, one bus will be stationed at King Abdulaziz International Conference Center, while the other will be at the hotel.
- Buses will be numbered, and the names of the hotels will be clearly displayed on the front glass to indicate their designated locations, making it easier for passengers to identify them directly.





# 04

## VENUE

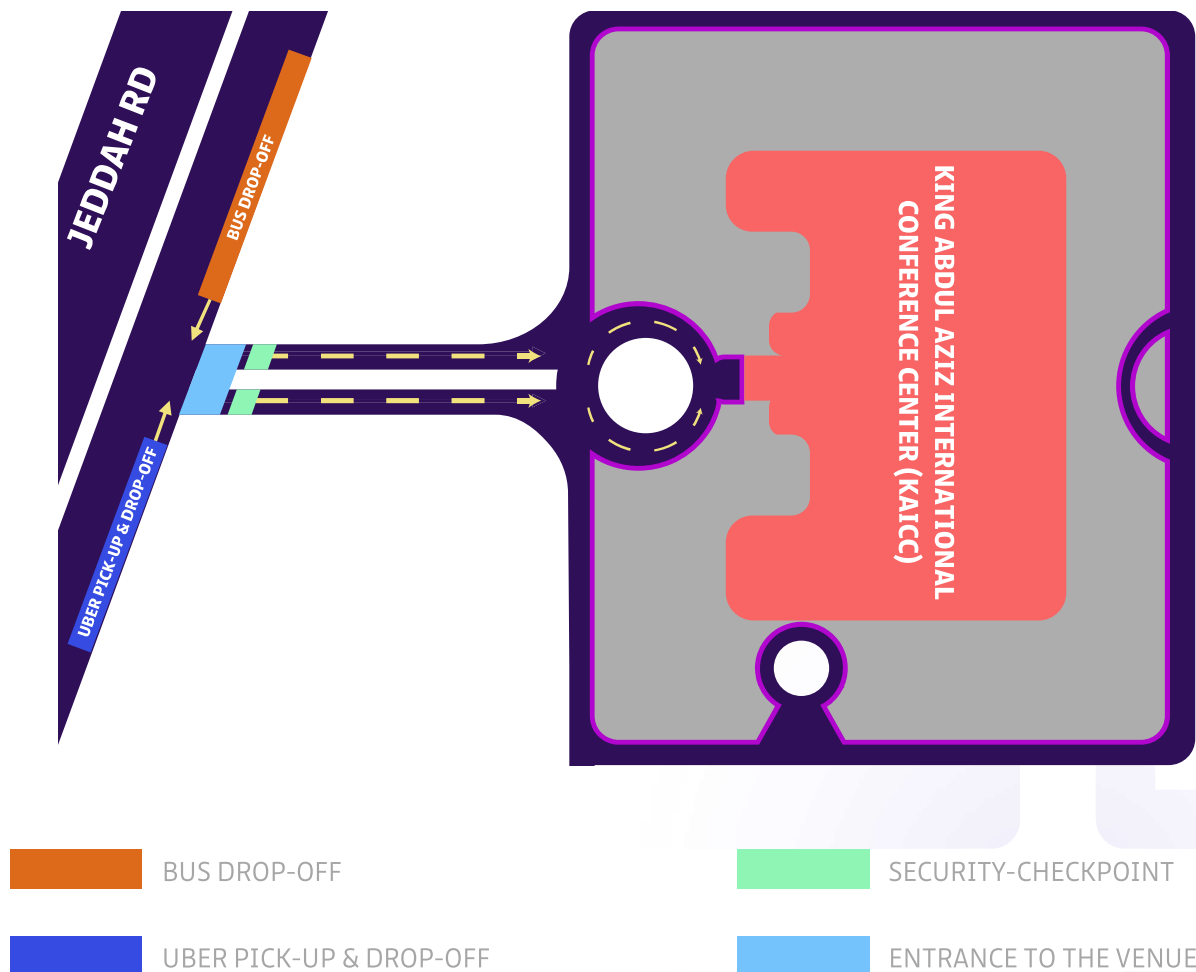
### TRANSPORT TO THE VENUE

From [Marriot Diplomatic Quarter Hotel](#) to King Abdulaziz International Conference Center

7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM
2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	

- After 12 PM, one bus will be stationed at King Abdulaziz International Conference Center, while the other will be at the hotel.
- Buses will be numbered, and the names of the hotels will be clearly displayed on the front glass to indicate their designated locations, making it easier for passengers to identify them directly.

#### Pedestrian Entry Lanes Direction





## 04

# VENUE

## CATERING

There will be a wide variety of catering options across the venue including coffee stations and water will be available to all delegates.

## INTERPRETATION SERVICES

Sessions in the Plenary Hall will be interpreted in the six official UN languages; Arabic, Chinese, English, French, Spanish, Russian.

## WIFI

Free WiFi is available at the venue.

## FACILITIES

These include:

- Toilets (including accessible toilets)
- Meditation and prayer rooms
- First aid room
- Lost and found
- Quiet room
- Delegate printing facilities

## LUGGAGE AND CLOAKROOM

There is no storage facilities for luggage, we suggest that limited and small bags are brought onto site.





05

# EVENT SECURITY & ACCESS

## REGISTRATION AND ACCREDITATION

The 19th annual IGF meeting will be hosted in a hybrid format. All online and in person participants must register through the UN Accreditation System. Admission to the IGF 2024 is free of charge. You will need to register with the UN Accreditation System for attending the conference both in person and online in advance. Follow the link for registration <https://indico.un.org/event/1012522/>

## BADGE COLLECTION

Badge collection will take place at the [Courtyard Riyadh Diplomatic Quarter](#). Please ensure you bring your government issued photo ID (Passport) which you used to register for the event and your registration confirmation letter with QR code included. Badge collection times are outlined below:

DAY	TIME
11 December	10:00 - 17:00
12 December	10:00 - 17:00
13 December	07:00 – 18:00
14 December	08:30 – 19:00
15 December	07:30 – 19:00
16 December	07:30 – 19:00
17 December	08:00 – 19:00
18 December	08:00 – 19:00
19 December	08:00 – 19:00





**05**

# EVENT SECURITY & ACCESS

## IDENTIFICATION BADGES

Only accredited individuals with a UN Conference badge will be permitted to access the venue. Delegates will be issued official badges at registration. These must be worn and visible at all times to access the venue.

## SECURITY

All attendees will be required to pass through security screenings at the entry points to the venue. Please allow additional time for these checks.

## PROHIBITED ITEMS

Security screening at the venue follows a similar process to airport security. Please be mindful of this when deciding what to bring to the venue.

## FILMING AND PHOTOGRAPHY

Official photographers and videographers will have access to the IGF if accredited with a UN Conference badge. More information about access to specific meeting rooms will be shared in due course. There will be a small number of media corners within the venue where speakers can carry out media interviews or film social media clips. These are free to use on a first come first serve basis.

## CODE OF CONDUCT

To know more about our regulations and guidelines, kindly read our Code of Conduct [here](#) which needs to be followed at all times.







## 06

# PRACTICAL INFORMATION

## EVENT APP

Please ensure you download [THE IGF2024 EVENT APP](#) which includes details on the programme. The app provides an easy gateway to the conference schedule and all relevant information on the IGF process.

## DRESS CODE

Business attire is recommended for the event. Delegates are encouraged to be mindful of local customs and modest clothing is encouraged in public areas.

## NATIONAL LANGUAGE AND CURRENCY

The official language is Arabic. English is commonly spoken along with many international languages. The local currency is the Saudi Riyal (SAR). Exchange centres are available at the King Khalid International Airport. All major debit and credit cards are accepted across the city for easy payment.

# RIYADH

has a dry climate. Daytime temperatures in December are expected to be around 22°C (72°F) and night-time temperatures around 11°C (52°F).

RIYADH IS 3 HOURS AHEAD OF GMT (GMT+3)



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2024

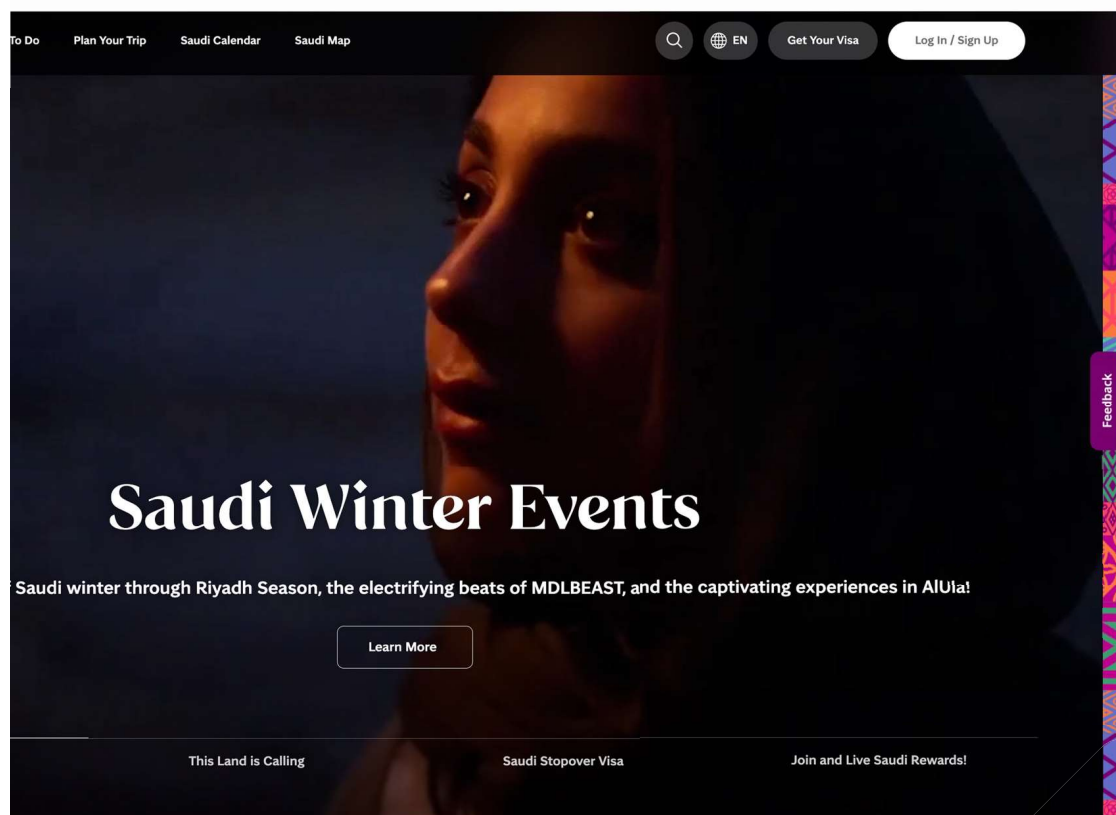


## 06

# PRACTICAL INFORMATION

## EXPLORE SAUDI ARABIA AND TOURISM

Take inspiration for your vibrant discovery of Riyadh at <https://www.visitsaudi.com/en>





## 06

# PRACTICAL INFORMATION

## DRIVING LICENSE

Visitors are required to have a valid International Driver's Permit to drive. Please refer to the car hire company for requirements.

## EMERGENCY NUMBERS

**999 / 911** for Police

**998** for Fire Emergency Response

**997** for Public Ambulance Services

## HOSPITALS AND MEDICAL FACILITIES IN RIYADH

Riyadh is well served by a number of hospitals which can facilitate all medical needs. If you have any questions regarding hospitals during your stay in Riyadh please do not hesitate to speak to your hotel or contact the medical centre onsite.

## POWER SUPPLY AND PLUG TYPES

Saudi Arabia operates on a 230V supply voltage and 60Hz frequency. The standard plug type in Saudi Arabia is



**UK Type G** (British-style three-pin plug).

Delegates are advised to bring appropriate adapters if needed.





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**THANK YOU!**