

UNOG Protocol

Request for obtaining a United Nations identification card / Demande pour l'obtention d'une carte d'identification des Nations Unies (hidden)

from 1 December 2017 to 31 December 2020
 Pregny gate / Portail de Pregny
 Europe/Zurich timezone

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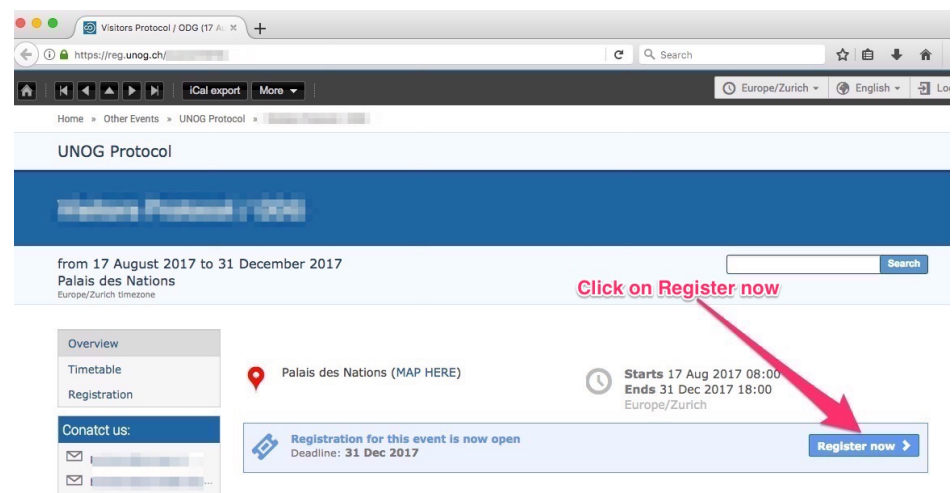
 protocol@unog.ch

Please find below the steps to create your account and request a UN identification card

Step I: Create a new account on Indico, the new online registration system (one time exercise)

Important: Kindly use one of the following browsers, **Firefox, Chrome, Edge or Safari**.

1- Click on the button "**Register now**"



Visitors Protocol / ODG (17 A. X)

https://reg.unog.ch/

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UNOG Protocol

from 17 August 2017 to 31 December 2017
 Palais des Nations
 Europe/Zurich timezone

Click on Register now

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Palais des Nations (MAP HERE)

Starts 17 Aug 2017 08:00
 Ends 31 Dec 2017 18:00
 Europe/Zurich

Registration for this event is now open
 Deadline: 31 Dec 2017

Register now

2- If you do not have an account, click on the button "**create a new account**"

Visitors Protocol / ODG (17 A: X)

https://reg.unog.ch/event/21860/user/register

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UNOG Protocol

Visitors Protocol / ODG

from 17 August 2017 to 31 December 2017
Palais des Nations
Europe/Zurich timezone

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protocol@unog.ch

You cannot register without a user account

Please log in if you have an account, or create a new one.

Log in to Indico

Login

Username (email)

Password

Login

Reset password

Re-send account activation Email

Create

If you don't have an account, you can

create a new account!

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3- Fill out the account creation form.

- The button **Confirm** will turn blue when all the mandatory fields are filled out.
If it does not, it means that you are using Internet Explorer, please open this link in one of the following browsers:
Chrome, Firefox or Edge.

Request for obtaining a United Nations identification card / Demande pour l'obtention d'une carte d'identification des Nations Unies

from 16 August 2017 to 31 December 2017
Palais des Nations
Europe/Zurich timezone

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protocol@unog.ch

Creating a new Indico user

To create a new user please fill in the following form.
You must enter a valid email address that is not already in use.
After the submission of your personal data, an email will be sent to you.
You will be able to use your account only after you activate it by clicking on the link inside the email.

Beware! This is not a conference registration form but an Indico account creation.

Attention!

Personal data

* Email

Title

Gender

* Family name

* First name

* Institution

* BirthDate (dd/mm/yyyy)

* Language

Address

Telephone number

Fax number

Passport ID

Passport Origin

Passport Expire (dd/mm/yyyy)

My Timezone

Display Timezone

Account data

* Login

* Password

* Confirm Password

Your Password:

- ✗ Must be at least 6 characters long
- ✗ Must contain uppercase and lowercase letters
- ✗ Must contain numbers
- ✓ Must not contain spaces
- ✓ Must not contain common password words
- ✓ Must match (type same Password in Confirm Password field)

ARE YOU HUMAN?

* Please, solve this math to prove you are human:
4 + 44 =

confirm

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Now that your account has been activated, next time you come to an event at UNOG, WHO, UNCTAD,... you will not need to create an account and your information will be prefilled.

Step II: Request your ID card

- 1- You will be redirected to the registration form of the meeting.
If not, click on the button **register now**, log in using your newly created account information.
- 2- Kindly complete the online registration form and upload all the necessary forms and documents.

The screenshot shows a web browser window with the URL <https://reg.unog.ch/event/21673/registration/register/register>. The page is titled "Registration: New". On the left, there is a sidebar with links: Overview, Timetable, Registration, and Contact us. The main content area has three sections: "Period of visit" with "From" and "To" date pickers; "Representation Type" with a dropdown menu; and "Personal Data" which includes a "Picture" upload section with "Upload", "Edit picture", and a video icon button. Below the picture section are fields for Title (Mr.), Gender (Male), First Name (Nzété), Surname (De Sañte Blaise), Phone ((+41)112266667), Email (nizametoua@unog.ch), Birth Date (04/07/1978), and a file upload for "Any additional info if available". At the bottom, there is a "Comments" field and a "Register" button. A red arrow points to the "Register" button with the text "Click on 'Register' once you have finished.".

3- Click on **Register**

4- You will receive an email that acknowledges receipt of your registration.