

2016 ANNUAL ECOSOC PARTNERSHIP FORUM
“From commitments to results: Leveraging partnerships for the 2030 Agenda”
31 March 2016, 10:00 am-1:00 pm & 3:00 pm – 6.00 pm

LOGISTICS NOTE

The United Nations Economic and Social Council (ECOSOC) Partnership Forum will take place at the United Nations Headquarters in New York City on Thursday, 31 March 2016, from 10:00a.m. to 6:00p.m. Kindly note that participation at this exclusive event is **by invitation only**. Invitations can only be transferred with the permission of the meeting organizers.

Registration and issuance of identification badges

Participants must pre-register in advance with the ECOSOC Secretariat by filling in and submitting the official registration form that was transmitted.

Only written registration forms received by Friday, 4 March 2016, will be accepted.

Participants who do not hold a valid UN pass must pre-register by the above date and once pre-registered, pick up their badges at the Main Gate located at the Visitors’ Entrance of the General Assembly (GA) Building (between 45th and 46th Streets and 1st Avenue) prior to passing through UN security. Kindly note that in order to be issued a pass, **a valid photo ID** must be presented. **Only participants that have pre-registered and whose names are on the security list will be provided an identification badge at registration.**

Badges can be obtained from 9:00 a.m. until 4:00 p.m. at the location mentioned above. Volunteers will be posted at the Main Gate to hand out the badges and provide directions to the conference room. Due to strict security measures, we encourage all pre-registered participants to arrive at least one hour before the start of the Plenary – scheduled for 10:00 a.m.

Please note that you will not be able to check in or bring in large suitcases or bags. We apologize for this inconvenience and kindly ask you that you plan accordingly. Suitcases and bags able to fit through a standard security screening machine (i.e. no larger than airline carry-on size) will be permitted.

Badges have to be worn at all times while on the United Nations premises. Kindly note that once issued a pass, participants will be able to use it to gain re-entry to UN premises during the course of the day.

Location of meeting:

The all-day meeting will be held in the ECOSOC Chamber in the General Assembly Building. Please note that unfortunately, seating is limited. Once the room reaches capacity, security will restrict entrance to the Chamber so please try to arrive early.

Hotels:

If needed, participants are kindly asked to arrange their own hotel bookings. The following link provides a list of hotels situated in the UN area:

http://www.un.org/en/ecosoc/partnership2014/pdf/new_york_hotels_2012.pdf

Lunch:

Participants are invited to purchase their meal at the UN Cafeteria located on the 4th floor of the Secretariat Building. Volunteers will be present to guide participants to the Cafeteria which offers a variety of food at reasonable prices. Alternatively, you may choose to dine at one of the many restaurants located in close proximity to the UN. **Should you decide to leave the UN premises, your security badge will enable you to re-enter at any time.**

ECOSOC secretariat contact information

For registration and logistical concerns: Ms. Stephanie Rudy (phone: 1-212-963-4846; e-mail: rudy@un.org) or Ms Sandar Soe (phone: 1-212-963-5765).

Media: Mr. Paul Simon (phone: 1-917-367-5027; email simonp@un.org)