

Dear NGO representatives,

As an approved registrant for the 52nd session of the Commission on Population and Development, we would like to inform you about the on-site registration for this event. Please note that the UN Department of Security and Safety has implemented some changes from last year's procedures.

TO ACCESS THE UNITED NATIONS PREMISES:

For this event, approved registrants must have a valid United Nations Grounds Pass OR a special event ticket to access the United Nations premises. If you indicated during registration that you do not have a valid UN Grounds Pass, a bar-coded special event ticket will be prepared for you. The special event ticket will be valid for the whole week of 1-5 April. To obtain the special event ticket, you will have to show your confirmation letter from Indico and government-issued identification.

TO ACCESS THE MEETING ROOM:

A limited number of seats for NGO participants are available in the balcony of Conference Room 1. A generic secondary ticket is required to access the conference room in addition to the United Nations Grounds Pass or special event ticket. These daily secondary tickets will be distributed on a **first-come, first-served basis**. Registrants wishing to access the meeting room will need to obtain a secondary ticket every morning, unless otherwise notified during the session, at the Passport and Identification Unit located at the 45th Street between 1st and 2nd Avenues. **In order to receive the secondary tickets, the registrant will have to show the confirmation letter from Indico and the United Nations Grounds Pass or special event ticket.**

On Monday morning 1 April, Conference Room 6 will serve as an overflow room in the event that demand for secondary tickets exceeds supply.

Location: Generic secondary tickets will be available at the UN Pass and ID Office: 320 East 45th Street, between First and Second Avenues.

Schedule: One generic secondary ticket will be issued per day and will be delivered according to the following schedule:

Monday, 1 April, 9:00-11:00 and 14:00-16:00

Tuesday, 2 April, 9:00-11:00 (in addition to the full-day secondary ticket, additional secondary tickets may be available for Tuesday morning only due to higher capacity in the ECOSOC chamber).

Wednesday, 3 April, 9:00-11:00

Thursday, 4 April, 9:00-11:00

Friday, 5 April – NO SECONDARY TICKETS WILL BE REQUIRED FOR THE PLENARY SESSIONS ON FRIDAY

Please do not hesitate to contact the Population Division at CPDNGO@un.org if you have any question concerning this communication.

Best regards,

Population Division

DESA