



NGO Advisory 3

10 February 2011

ON-SITE REGISTRATION

Dear Organizations that pre-registered to attend CSW55,

We have added an **extra day of on-site registration** for the convenience of NGO participants. Please be sure that your representatives who will attend the session are aware of the important information below.

On-site registration hours

<i>Prior to the session</i>	<p>Friday, 18 February: 9.30 a.m.-12.30 p.m.; 2-4.30 p.m. Saturday, 19 February: 9.30 a.m.-12.30 p.m.; 2-4.30 p.m. Sunday, 20 February: 10.00 a.m. – 14.00 p.m. Monday, 21 February: 9.30 a.m.-12.30 p.m.; 2-4.30 p.m.</p>
<i>First week</i>	<p>Tuesday, 22 February: 8 a.m.-12.30 p.m.; 2-4.30 p.m. Wednesday, 23 February: 9 a.m.-12.30 p.m.; 2-4.30 p.m. Thursday 24 February: 9 a.m.-12.30 p.m.; 2-4.30 p.m. Friday, 25 February: 9 a.m.-12.30 p.m.</p>
<i>Second week</i>	<p>Monday, 28 February: 8 a.m.-12.30 p.m.; 2-4.00 p.m. Tuesday, 1 March: 9 a.m.-12.30 p.m. Wednesday, 2 March: 9 a.m.-12.30 p.m. Thursday, 3 March: 9 a.m.-12.30 p.m. Friday, 4 March: 9 a.m.-12.30 p.m.</p>

How to obtain a United Nations grounds pass (badge with your photo)

1. Enter at the visitor's entrance at 1st Avenue and 46th Street.
2. Go to the UN Women NGO registration desk located in the lobby of the General Assembly Building.
3. Be sure to have with you **two copies** of the completed grounds pass form that you obtained through the online pre-registration system
4. Be sure to bring with you an official photo ID (passport if you are travelling from abroad!)

NB! NGOs with valid United Nations grounds passes (ECOSOC and DPI) will not be issued another grounds pass for the session.

Reminder: Please send the names of your representative(s) confirmed to attend the session to csw@un.org and update the database with the temporary New York addresses of your representatives at <http://esango.un.org/irene/?page=login>

We strongly recommend that participants take advantage of the extended on-site registration period prior to the opening day of the session.