

Conference in preparation for HLPF 2019



PEACEFUL, JUST AND INCLUSIVE SOCIETIES SDG 16 implementation & the path towards leaving no one behind



Organized by

the UN Department of Economic and Social Affairs (DESA)

and the International Development Law Organization (IDLO)

with the Government of Italy

27 - 29 May 2019

Ministry of Foreign Affairs and International Cooperation, Rome, Italy

LOGISTICS INFORMATION NOTE

For information on the organization of the Conference, including format, participation, languages and documentation please click [here](#).

1. Visa Requirements

It is the responsibility of participants to obtain a visa to enter Italy (Schengen area). Participants requiring an entry visa to Italy must obtain it from the Italian consulate, embassy or diplomatic mission responsible for the necessary arrangements in the participant's country of residence. Participants should note that the visa application process can take some time and are strongly encouraged to make the necessary arrangements at the earliest opportunity.

2. Insurance

Participants are required to make their own medical insurance arrangements.

3. Accommodation arrangements

All participants are expected to make their own accommodation arrangements. May is a busy tourist season in Rome and advance booking is strongly recommended. A list of suggested hotels can be accessed [here](#).

4. Local transportation

Participants are responsible for their local transportation arrangements from/to the airport and in town.

Rome airports are:

- Fiumicino, which is connected with the city center during the day by the Leonardo express train, local train or shuttle buses to Termini station and taxis.
For details, visit the [Fiumicino airport website](#).
- Ciampino is connected with the city center with shuttle buses.
For details please consult the [Ciampino airport website](#).

4.1 [Taxis](#)

We recommend the use of public [white](#) taxis to reach your destination. The journey from/to the airport takes from 40 to 60 minutes. The journey from the city center to the conference venue takes about 20 minutes.

Taxi stands can be found at the airports and in the city main squares. Taxis can also be called booked via phone by dialing one of the numbers below or via Apps available for Android and Apple (my Taxi, It Taxi).

Roma Capitale (+39 06 0609); Radiotaxi (+39 06 3570); La Capitale (+39 06 4994); Roma Radio Taxi (+ 39 06 6645)

4.2 [Public transportation in Rome](#)

Bus and subway tickets must be purchased in advance from tobacco shops, newsstands, bars and major bus stops. The cost of a single ticket is € 1,50. It is valid for 100 minutes from the first stamping on the buses and it is valid for a single ride on the subway,

The website of public transportation in Rome can be accessed [here](#).

5. Conference Venue

The Conference will take place at the Ministry of Foreign Affairs and International Cooperation of Italy, which is located north-west of the city center in Piazzale della Farnesina, 1



The building, that houses the Ministry of Foreign Affairs and International Cooperation, the [Palazzo della Farnesina](#), was designed by the architects Enrico Del Debbio, Arnaldo Foschini and Vittorio Ballio Morpurgo, and owes its name – Farnesina – to the ancient Farnesina family estate on the site. The monumental exterior was mirrored in the vast interior spaces, and important artistic and decorative works were commissioned in the 1950s and 60s. The building hosts [a collection of artworks](#).

6. Entrance and registration

Participants will enter the Ministry of Foreign Affairs and International Cooperation through the main entrance and will be directed to the registration desk. Registration will take place on 27 May from 8:30 to 9:30 am. The registration desk will remain open for late arrivals. Only participants registered for the conference will be given access to the venue.

7. Security

All participants will be requested to bring a picture ID to receive their conference badges and access the Ministry. Security arrangements will be very strict and no one will enter the premises without a badge. For security reasons, all delegates will be requested to display their identification badges at all times during their stay at the conference. Please note that only carry-on luggage, such as trolleys admitted on airplanes (max. 55 x 40 x 23 cm), will be allowed inside the Ministry.

8. Conference language

On 27 and 28 May, simultaneous interpretation will be provided in English, French and Spanish for the plenary sessions and in English and French for the parallel sessions. No interpretation will be available for side events, which will normally be conducted in English by the lead organizers.

On 29 May, simultaneous interpretation in English, French and Spanish will be provided for the plenary sessions. No interpretation will be available for the working groups.

9. Catering

Coffee, tea, water and lunch-(buffet) will be provided for all participants on all three days of the conference.

10. Internet access

WIFI will be available during the conference. Login details will be shared at the venue.

11. Cloakroom

A cloakroom is available on the first floor of the Ministry of Foreign Affairs and International Cooperation, close to the International Conference Hall.