# IDLO ASSEMBLY OF PARTIES AND PARTNERSHIP FORUM

November 28 and 29, 2017

Sala Conferenze Internazionali Ministry of Foreign Affairs and International Cooperation Piazzale della Farnesina, 1 Rome

## **GENERAL INFORMATION**

**Date**: Tuesday 28 and Wednesday 29 November, 2017

**Start time**: 9:30 a.m.

**Venue**: Sala Conferenze Internazionali, Ministry of Foreign Affairs and

International Cooperation, Piazzale della Farnesina, 1, Rome.

Participants are encouraged to actively participate in the Forum sharing their valuable expertise on the issues that will be covered during the event during the interactive discussions.

## **TRANSPORTATION**

From/to airport: Taxis are the easiest and most time-efficient means of transportation. The authorities have set a fixed fare of euro 48.00 between Fiumicino Airport and destinations in Rome city center defined as within the "Aurelian Walls".



## **ACCREDITATION**

Participants will enter the Sala Conferenze Internazionali via the main entrance where they will be accredited for the meeting.



## **SECURITY**

Special security measures are in place. Participants will be required to go through security screening. Meeting participants are advised not to leave any valuable items unattended in the room.

## **LANGUAGES**

The meeting will be conducted in English, French and Spanish.

## **MEALS**

**Lunch** for participants at the Assembly of Parties/Partnership Forum has been organized for Tuesday, November 28, at the event venue.

## **INTERNET**

Wi-Fi will be available during the meeting. Login details can be found on your badge.

## **CLOAKROOM**

A cloakroom is available on the first floor just before you reach Sala delle Conferenze Internazionali.

## **CONTACTS**

For any questions, please contact the IDLO Secretariat at <a href="mailto:secretariat@idlo.int">secretariat@idlo.int</a>