

## 2019 ANNUAL ECOSOC PARTNERSHIP FORUM

### *“Partnerships Driving Inclusive Implementation of the SDGs”*

10:00 am – 6.00 pm, 11 April 2019

Trusteeship Council Chamber, UNHQ, New York

#### Logistics Note

The United Nations Economic and Social Council (ECOSOC) Partnership Forum will take place on Thursday, **11 April 2019, from 10:00 a.m. to 1:00 p.m. and from 3:00 p.m. to 6:00 p.m.** in the Trusteeship Council Chamber at the United Nations Headquarters in New York.

#### Location of meeting:

Both morning and afternoon sessions of the meeting will be held in the **Trusteeship Council Chamber** in the Conference Building. Stakeholder participants will need to enter the Chamber using **the third floor entrance** of the Conference Building.

#### Registration and access to the meeting venue:

The open call for participation closed on 3 April 2017. Only participants that have received a confirmation email from the UN secretariat can collect their **name specific** special event tickets to access the meeting venue. Please note that the special event tickets are **non-transferrable** and registration on the spot will not be accepted.

The special event tickets will be distributed to the confirmed participants outside the UN visitor's entrance gate, located on 1st Avenue between 45th street and 46th street, on Thursday, 11 April, **from 9:00 a.m. to 10:30 a.m. and from 2:00 p.m. to 3:00 p.m.** Please look for the meeting organizers holding “ECOSOC Partnership Forum” signs. You must bring **a government issued photo ID** to collect the name specific special event ticket.

After collecting a special event ticket, the participants will proceed through the UN security screening at UN visitor's entrance. Participants are encouraged to **arrive before 9:30 a.m.** to give sufficient time for security screening. Please note that you will not be able to check in or bring any large suitcases or bags. We apologize for this inconvenience and kindly ask you that you plan accordingly. Participants will then proceed directly to the **Trusteeship Council Chamber entrance on the third floor** after security screening.

Participants who are already in possession of a valid UN Grounds Pass do not need to collect a special ticket but can proceed directly to the meeting room after having passed through the UN security screening at UN visitor's entrance.

#### Passport and VISA requirements:

Each participant is personally responsible for obtaining necessary entry visa(s) for travel to and from the meeting venue. Please ensure that the necessary arrangements are made in a timely fashion to obtain a US visa, as appropriate. Information regarding US visa can be found on this website: <http://usembassy.state.gov/>.

### Documentation:

The 2019 ECOSOC Partnership Forum will aim to be **paper-smart**. The provisional programme and other background documents are available on the official [website](#) of the Partnership Forum.

### Lunch:

Participants can purchase their meals at the Cafeteria located in the basement level of Secretariat Building. 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 name specific special event ticket will enable you to re-enter.**

### Transportation in New York:

- [Subway](#): Number 4, 5, 6 or 7 trains to Grand Central Station: walk east to 1<sup>st</sup> Avenue.
- [Buses](#): Coming from lower Manhattan, bus [M15](#) will stop on 1<sup>st</sup> Avenue in front of the United Nations. From uptown, bus [M15](#) will run on 2<sup>nd</sup> Avenue and stop on 46<sup>th</sup> and 42<sup>nd</sup> Streets. Buses [M42](#) and [M104](#) stop on 42<sup>nd</sup> Street and 1<sup>st</sup> Avenue in both directions.
- New York City [taxis](#) are available from any destination.

### Hotel accommodation:

If needed, participants are kindly asked to arrange their own hotel bookings. When making hotel reservations, participants are encouraged to inquire about special rates for attending United Nations meetings. Please note that hotel reservations will only be guaranteed with a credit card.

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

### Other Logistical Information:

Banks	The United Nations Federal Credit Union (UNFCU) is located in 1B of the United Nations General Assembly Building (405 E. 42 <sup>nd</sup> Street). Hours of operation are from 8:30 am – 4:30 pm. There is an automated teller machine (ATM) and foreign currency exchange at the bank, as well as UNFCU ATMs at the lobby of the Secretariat Building.
Post Office	The United Nations has postal services located in the Concourse level of the General Assembly Building near the UN Gift Shop. Hours of operation are from 9:30 am-5:30 pm.
Medical services	Participants are responsible for making their own insurance arrangements, including life, health and other forms deemed appropriate. Medical attention

is available during regular working hours from 9:00 a.m. to 5:00 p.m. at the UN Secretariat Building (5<sup>th</sup> floor).

#### Dining

The United Nations has several dining options. For information, please see [here](#). There are also vending machines on the ground floor. Restaurants are available within short walking distance of the United Nations Headquarters.

#### Contact Information:

Ms. Gulgun Cakir, [gulgun@un.org](mailto:gulgun@un.org)

Ms. Nan Jiang, [jiang2n@un.org](mailto:jiang2n@un.org)