



UNITED NATIONS

ENVIRONMENT MANAGEMENT GROUP

EMG

24th Senior Officials Meeting of the Environment Management Group	EMGSOM.24(b)_0_Logistics Note
Senior Segment, 24 th September 2018 (10:00 -12:30 NY time) UN Conference Building, Conference Room 9 (CR9) 1st basement	Distribution: EMG Members

Information note on logistics – Senior Segment

Venue

The Senior Segment of the 24th Senior Officials Meeting will be held on **24 September 2018 from 10:00 to 12:30 (New York time) in New York at the UN Conference Building, Conference Room 9 (CR9) 1st basement.**

Confirmation of attendance

EMG members are kindly requested to confirm their participation as soon as possible to emg@un.org. Please inform the Secretariat if you will participate in the meeting in person or via audio or video connection.

Video-conference and audio-conference connections

Video participants will be able to connect using the following details:
H.323 and SIP:

External 12216194@unog.ch

Internal 12216194@unog.un.org

Technical Help Line for on-going videoconferences: + 41 22 917 2800 pin code 98765

Participants by audio link should follow the instructions below:

Please dial the conference phone number which is **+ 41 22 917 7400**. Then listen to the instructions and enter **Conference ID: 12216194**

Entrance and Security

Meeting participants with the exception of Heads of Agencies, USGs and ASGs, will need a special event pass / Secondary GA badge to enter the UNHQ building. We kindly ask participants to pick up their special events passes on Monday 24 September between **8.30 am and 8.50am at the intersection of E46th Street and 2nd Avenue** before entering the secured UN zone. A staff member with an EMG sign will hand out one ticket per registered participant.

Please note that it will not be possible to receive passes after this time.

Documentation

Participants are kindly requested to refer to the electronic version of the agenda and background documents that can be downloaded from our website by clicking on this [hyperlink](#).

Questions

For any questions, please contact Ms. Irene Kariuki, Irene.Kariuki@unep.org